

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

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. 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

Recommendation: Staff recommends approval of the August 2016 and September 2016 Treasurer's Report.

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

Recommendation: The Finance and Administration Committee recommends the Board approve rescinding the contract award to DECS.

The Finance and Administration Committee further recommends the Board: (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

Recommendation: The Finance and Administration Committee recommends the Board authorize 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

Recommendation: Adopt 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.

5. Executive Director's Report

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

Recommendation: The Finance and Administration Committee recommends acceptance of the Comprehensive Annual Financial Report (CAFR), and submission of the CAFR to the Government Finance Officers Association (GFOA) for award.

7. Proposed Organizational Changes

Recommendation: The recommendation is that the LAVTA Board approves the Proposed Organizational Chart and corresponding Proposed Job Descriptions.

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

Recommendation: The recommendation is that the LAVTA Board award the contract for Executive Consulting Services.

10. Adjourn to CLOSED SESSION

**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

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

Recommendation: Legal Counsel recommends that the Board consider an amendment to the employment agreement with Executive Director Michael Tree

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: December 5, 2016

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

11/3/2016

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 A



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

BOARD OF DIRECTORS MEETING

DATE: October 3, 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 Vice Chair Karla Brown at 4:01 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 Spedowfski – Councilmember, City of Livermore

Members Absent

Laureen Turner – Councilmember, City of Livermore

3. Meeting Open to Public

David Haubert, Mayor, City of Dublin, arrived during the Meeting Open to Public.

Robert Allen

Mr. Allen provided information for the Board regarding Allen's BART-Livermore Express (ABLE) Commute. Mr. Allen explained that a few miles north of Livermore BART is building eBART and its track gauge would be that of freight railroads, but not of BART. BART's \$525 million project follows the median of Route 4 is now being widened. In order for BART trains to run there in the future that track must be taken out of service at great cost. Extending BART to Isabel and further east, we will be faced with a similar decision on mode and track gauge. BART to Livermore is being planned and has funding allocated, but it is at least 10 years off. Mr. Allen has urged an interim Monday through Friday all-day express freeway bus to/from every train in or out of the Dublin-Pleasanton BART station, which he calls ABLE Commute. ABLE Commute would stop at the Airway Park-n-Ride and possibly Airport/Golf Course en route to/from the station and would run every 15 minutes, making a 5 minute connection with every train in or out. It has been a week since Mr. Allen emailed ACTC and has not heard anything in reply. ABLE Commute would save Livermore BART users about 40 minutes per day, would open up many parking spaces at the station, and replace many freeway auto trips

with Wheels passengers. ABLE Commute would be a model on which to base planning for similar bus trips to Park-n-Rides (Vasco, Greenville, ACE, or over the Altamont). Mr. Allen urges the Board to agendize a session to study the role LAVTA might play in the interim until BART is extended to Isabel.

4. September Wheels Accessible Advisory Committee Minutes Report

No questions.

5. Consent Agenda

Recommend approval of all items on Consent Agenda as follows:

A. Minutes of the September 12, 2016 Board of Directors meeting.

Mr. Allen requested that a revision be made to agenda item 3 on the September 12, 2016 minutes to reflect that Mr. Allen is requesting direct shuttle service from Park-N-Ride to BART all-day Monday through Friday from the early morning through the evening commute.

B. Treasurer's Report for the month of August 2016

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

Approved: Biddle/Pentin

Aye: Brown, Pentin, Biddle, Haubert, Haggerty

No: None

Absent: Turner, Spedowski

6. Contract Award for Individualized Marketing Services

Steven Spedowski, Councilmember, City of Livermore, arrived during the Contract Award for Individualized Marketing Services report.

Staff reported that LAVTA worked with MTC and acquired a grant to fund two years of Individualized Marketing. LAVTA issued a Request for Proposals (RFP) on August 15, 2016 for Individualized Marketing Services. LAVTA received two proposals from experienced firms to conduct marketing on Santa Rita/Owens Drive corridor in FY 2017. The RFP included a second year option for FY 2018 to conduct the same marketing on Dublin Boulevard. Both firms were interviewed and evaluated by the Executive Director and Marketing Manager. Staff concluded that Steer Davies Gleave from Los Angeles was found to be the most qualified and best value.

The Board of Directors approved Resolution 34-2016 awarding a contract to Steer Davies Gleave in the amount of \$129,950 for individualized marketing services for the period of one (1) year, with an option to extend the contract one (1) additional year. Additionally the Board of Directors approved the recommendation of a 15% contingency for the project and authorization for the Executive Director to execute the contract.

Approved: Biddle/Haubert

Aye: Brown, Pentin, Biddle, Haubert, Haggerty

No: None

Absent: Turner, Spedowfski

7. Rebranding Project

Staff presented a PowerPoint to the Board of Directors regarding the rebranding project. The marketing agency PAVLOV presented 8 potential names, including Wheels, to two focus groups which were asked to rank the list of names provided. LAVTA also received 391 survey responses from the public. After the survey and focus groups Wheels and TriGo received the highest ratings from the list of names provided. Staff asked for direction and feedback on the rebranding name options from the Board of Directors.

Councilmember Don Biddle likes the name TriGo and feels that Wheels is outdated. Corrine Reed commented that if the Wheels logo was updated with a new marketing plan there is a chance that we cannot overcome the hurdle of who we were prior to August 13th.

Councilmember Steven Spedowfski commented that the name TriGo sounds like a disease and he is not a fan of the name. Councilmember Spedowfski mentioned that his neighbor was on the focus group and when asked about why the name TriGo was selected his neighbor said it was the best name out of the worst options available. Councilmember Spedowfski does not want to settle for a name just to make a change, but wants a name that makes sense. Councilmember Spedowfski asked LAVTA staff if other names have been considered or suggestions. Corine Reed responded that 3 rounds of naming concepts have been looked at and in total 20-25 names were considered. TriGo was ranked right behind Wheels and if Wheels is taken out the ranking the name "Tri" resonated significantly with participants.

Mayor David Haubert noted that the verbatim comments that stood out to him were "it's not really broken let's not fix it". Mayor Haubert does not see anything special with the name TriGo and questions if LAVTA needs a branding change. Mayor Haubert would like to fix the image of Wheels with tangible improvements and keep the name.

Councilmember Jerry Pentin is not excited about TriGo and would rather see either TriRide or Tri-Valley Transit as the name. Councilmember Pentin would like to see an expansion on names, graphics, and branding versus a black and white logo. Councilmember Pentin also requested that the Wheels logo be updated to compare to other options.

Councilmember Karla Brown noted that she is struggling that LAVTA has the name Wheels and Rapid. Councilmember Brown would like the two names blended somehow, so that she can get behind the rebranding. Councilmember Brown asked staff if one of the names (Wheels or Rapid) can be dropped. Michael Tree explained that you have an umbrella brand like LAVTA (public transit system) and then have LAVTA Rapid, LAVTA Local, LAVTA Express, etc. Councilmember Brown feels that LAVTA isn't big enough to have an umbrella name with categories and that it should be one name encompassing our brand. Corrine Reed commented that the logo style and colors will go through the same type of assessment with focus groups and surveys prior to a finalized logo.

During Board discussion the question arose if LAVTA could be changed to Tri-Valley Transit (TVT), so that it could be our umbrella brand. Then the sub brands would be TVT-Rapid, TVT-Local, etc.

Supervisor Scott Haggerty does not like the name TriGo and also does not like the Wheels logo. Supervisor Haggerty would like to concentrate on a new Wheels logo. Supervisor Haggerty also commented that Tri-Valley Transit would be better.

The Board of Directors provided direction to staff that the rebranding should be reviewed again by Project and Services Committee prior to the Board. The Board would like to concepts for the following categories a governmental agency name (Tri-Valley Transit), a name that incorporates a geographical area (TriGo, TriLink, and TriRide), and a product name (Wheels).

8. Executive Director's Report

The Executive Director's Report provided information on the Altamont Regional Rail Working Group (ARRWG), Shared Autonomous Vehicle (SAV) Project, Implementation of Bus System Redesign, Comprehensive Paratransit Study, and FY2017 Management Action Plan. Executive Director Michael Tree noted that MTC approved funding for the ARRWG Executive Consultant for two years and that LAVTA received three proposals from candidates. The candidate interviews will be conducted in October. Executive Director Michael Tree also stated that the governor signed legislation that authorized testing of SAVs at Bishop Ranch. The Mobile Source Committee looked at a project with LAVTA to provide a million dollars for the SAV project in City of Dublin over three years and LAVTA agrees to allow Spare the Air day advertising on LAVTA's fleet. Executive Director Michael Tree requested that Michael Conneran give the Board an update on Wheels on Demand. Michael Conneran has been working with the FTA regarding funding. Michael Conneran explained that as a recipient of federal funds LAVTA is required to implement the Department of Transportation's drug testing program. Taxi drivers are an exception to this rule, since the passenger chooses who they get a ride with. Michael Conneran felt strongly that Wheels on Demand could fall within that long standing exception. Michael Conneran noted we have been upfront with the FTA and that they agree we fall within this exception and spoke with the regional council's office Friday. This matter and Boston MBTA system is in front of the chief council of FTA right now. Every year we certify that we comply with all rules, so we want to make sure that we complying.

Meeting adjourned to closed session at 4:47pm.

9. Closed Session - PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov't Code §54957)

Title: Executive Director

10. Reconvene to OPEN SESSION

Meeting reconvened at 5:00pm.
No reportable actions were taken.

11. Matters Initiated by the Board of Directors

None.

12. Next Meeting Date is Scheduled for: November 7, 2016

13. Adjournment

Meeting adjourned at 5:01pm

AGENDA

ITEM 4 B



STAFF REPORT

SUBJECT: Treasurer's Report for August 2016

FROM: Tamara Edwards, Finance and Grants Manager

DATE: November 7, 2016

Action Requested

Review and approve the LAVTA Treasurer's Report for August 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 August1, 2016	\$2,058,772.66
Payments made	\$1,327,170.29
Deposits made	\$12,322,092.98
Transfer from Fixed Route to General	\$200,000.00
Ending balance August 31, 2016	\$13,253,695.27

Farebox account activity (106):

Beginning balance August1, 2016	\$214,671.40
Deposits made	\$61,384.43
Transfer to General Checking	\$200,000.00
Ending balance August 31, 2016	\$76,055.83

LAIF investment account activity (135):

Beginning balance August1, 2016	\$658,214.33
Ending balance August 31, 2016	\$658,214.33

Operating Expenditures Summary:

As this is the second 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 16.66%. The agency is at 16.68% overall, however this is caused by prepayment of some invoices.

Operating Revenues Summary:

While expenses are at 16.68%, revenues are at 55.6%, providing for a healthy cash flow.

Recommendation

The Finance and Administration Committee recommends approval of the August 2016 Treasurer's Report.

Attachments:

1. August 2016 Treasurer's Report

Approved: _____

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

ASSETS:

101 PETTY CASH	200	
102 TICKET SALES CHANGE	240	
105 CASH - GENERAL CHECKING	13,253,793	
106 CASH - FIXED ROUTE ACCOUNT	76,056	
107 Clipper Cash	350,023	
120 ACCOUNTS RECEIVABLE	(1,259,156)	
135 INVESTMENTS - LAIF	658,214	
150 PREPAID EXPENSES	(24)	
160 OPEB ASSET	351,947	
165 DEFFERED OUTFLOW-Pension Related	174,004	
170 INVESTMENTS HELD AT CALTIP	222,425	
111 NET PROPERTY COSTS	44,738,630	
TOTAL ASSETS		58,566,352

LIABILITIES:

205 ACCOUNTS PAYABLE	(5,984)	
211 PRE-PAID REVENUE	1,705,540	
21101 Clipper to be distributed	304,646	
22000 FEDERAL INCOME TAXES PAYABLE	(8,260)	
22010 STATE INCOME TAX	(2,854)	
22020 FICA MEDICARE	(2,060)	
22050 PERS HEALTH PAYABLE	0	
22040 PERS RETIREMENT PAYABLE	(7,536)	
22030 SDI TAXES PAYABLE	(508)	
22070 AMERICAN FIDELITY INSURANCE PAYABLE	(1,348)	
22090 WORKERS' COMPENSATION PAYABLE	7,428	
22100 PERS-457	(916)	
22110 Direct Deposit Clearing	0	
23101 Net Pension Liability	617,185	
23104 Deferred Inflow- Pension Related	235,023	
23103 INSURANCE CLAIMS PAYABLE	45,378	
23102 UNEMPLOYMENT RESERVE	20,000	
TOTAL LIABILITIES		2,905,734

FUND BALANCE:

301 FUND RESERVE	3,917,566	
304 GRANTS, DONATIONS, PAID-IN CAPITAL	44,738,630	
30401 SALE OF BUSES & EQUIPMENT	83,500	
FUND BALANCE	6,920,922	
TOTAL FUND BALANCE		55,660,618
TOTAL LIABILITIES & FUND BALANCE		58,566,352

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

ACCOUNT	DESCRIPTION	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
4010100	Fixed Route Passenger Fares	1,548,670	94,561	187,986	1,360,684	12.1%
4020000	Business Park Revenues	191,030	14,949	14,949	176,081	7.8%
4020500	Special Contract Fares	171,286	0	0	171,286	0.0%
4020500	Special Contract Fares - Paratransit	37,000	0	0	37,000	0.0%
4010200	Paratransit Passenger Fares	205,968	12,423	26,279	179,689	12.8%
4060100	Concessions	44,135	5,125	6,374	37,761	14.4%
4060300	Advertising Revenue	95,000	13,341	13,341	81,659	14.0%
4070400	Miscellaneous Revenue-Interest	4,500	0	0	4,500	0.0%
4070300	Non transportation revenue	91,733	4,000	4,000	87,733	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	9,433,761	9,433,761	2,212	100.0%
4099500	TDA Article 4.0-BART	84,324	0	0	84,324	0.0%
4099200	TDA Article 4.5 - Paratransit	123,457	0	0	123,457	0.0%
4099600	Bridge Toll- RM2	580,836	0	0	580,836	0.0%
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	-	0	0	-	100.0%
4130000	FTA JARC and NF	84,517	0	0	84,517	0.0%
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	(59,440)	0	884,690	0.0%
4640100	Measure B Paratransit Funds-Paratransit	167,445	(11,250)	0	167,445	0.0%
4640200	Measure BB Paratransit Funds-Fixed Route	660,528	(43,103)	0	660,528	0.0%
4640200	Measure BB Paratransit Funds-Paratransit	283,285	(18,486)	0	283,285	0.0%
TOTAL REVENUE		17,433,890	9,445,880	9,686,689	7,747,201	55.6%

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

	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
501 02 Salaries and Wages	\$1,381,056	\$103,819	\$211,886	\$1,169,170	15.34%
502 00 Personnel Benefits	\$815,347	\$48,845	\$164,030	\$651,317	20.12%
503 00 Professional Services	\$699,156	\$37,413	\$46,644	\$652,512	6.67%
503 05 Non-Vehicle Maintenance	\$574,029	\$33,600	\$194,162	\$379,867	33.82%
503 99 Communications	\$10,500	\$102	\$94	\$10,406	0.90%
504 01 Fuel and Lubricants	\$1,231,310	\$46,659	\$85,805	\$1,145,505	6.97%
504 03 Non contracted vehicle maintenance	\$15,000	\$0	\$0	\$15,000	0.00%
504 99 Office/Operating Supplies	\$50,500	\$1,516	\$1,841	\$48,659	3.64%
504 99 Printing	\$60,000	\$6,188	\$6,277	\$53,723	10.46%
505 00 Utilities	\$266,900	\$18,415	\$20,039	\$246,861	7.51%
506 00 Insurance	\$590,936	\$0	\$386,995	\$203,941	65.49%
507 99 Taxes and Fees	\$152,000	\$4,490	\$8,296	\$143,704	5.46%
508 01 Purchased Transportation Fixed Route	\$9,018,334	\$751,684	\$1,463,851	\$7,556,973	16.23%
2-508 02 Purchased Transportation Paratransit	\$2,102,600	\$143,416	\$274,677	\$1,827,923	13.06%
508 03 Purchased Transportation Paratransit	\$100,000	\$0	\$0	\$100,000	0.00%
509 00 Miscellaneous	\$126,504	\$4,073	\$26,957	\$99,291	21.31%
509 02 Professional Development	\$39,718	\$1,420	\$1,420	\$38,298	3.57%
509 08 Advertising	\$190,000	\$12,731	\$12,731	\$177,269	6.70%
TOTAL	\$17,423,890	\$1,214,371	\$2,905,706	\$14,520,418	16.68%

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

ACCOUNT	DESCRIPTON	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	1,812,118	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	519,943	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	0	12,315,205	0.00%
	TOTAL REVENUE	19,485,888	2,332,061	2,332,061	17,153,827	11.97%

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

ACCOUNT	DESCRIPTON	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	0	251,124	0.00%
5550207	New MOA Facility (Satelite Facility)	-	3,500	3,500	(3,500)	#DIV/0!
5550307	Non revenue vehicle replacement	512,000	0	0	512,000	0.00%
5550407	BRT	-	24,059	24,059	(24,059)	#DIV/0!
5550507	Office and Facility Equipment	20,000	563	563	19,437	2.82%
5550607	511 Integration	-	0	0	0	#DIV/0!
5550707	Driveway resurfacing project	177,390	850	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	26,133	26,133	857,591	2.96%
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	17,816	2,352,118	13,547,651	14.79%
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	72,920	2,407,222	17,078,666	12.35%
	FUND BALANCE (CAPITAL)	0.00	2,259,141	(75,161)		
	FUND BALANCE (CAPTIAL & OPERATING)	0.00	10,492,085	6,708,056		

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

www.treasurer.ca.gov/pmia-laif/laif.asp
September 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

August 2016 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	657,465.73
Total Withdrawal:	0.00	Ending Balance:	657,465.73

LAVTA
 Month End Payable Activity Report
 Report for 08-16

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
08-16	AIM01 (AIM TO PLEASE JANITORIAL SE	1023	06/30/16	07/30/16	A	10500.00	AIM01, 1023, JUN-16 BUS STOP CLEANING SERVIC
		1024	07/27/16	08/26/16	A	10500.00	AIM01, 1024, JULY-16 BUS STOP CLEANING SERVI
		73802	07/27/16	08/26/16	A	2870.00	AIM01, 73802, PO #5828 BUS SHELTER ASSIST HO
		11JULY-16	08/10/16	09/09/16	A	2719.34	AIM01, JULY-16 MONTHLY JANITORIAL SERVICES
		Vendor's Total ----->				26589.34	
08-16	ALA02 (ALANCO EQUIPMENT)	11672	08/19/16	09/18/16	A	241.43	ALA02, 11672, PO #5850 TIRE MACHINE MAINT
08-16	AME06 (AMERICAN FIDELITY ASSURANCE)	SUPO92016H	08/18/16	09/17/16	A	336.35	AME06, SEPT-16 SUPPLEMENTAL INSURANCE
		08/C1/16	08/31/16	A	1105.80	AME06, SEPT-16 FLEXIBLE SPENDING ACCOUNT	
		Vendor's Total ----->				1442.15	
08-16	AMP01 (AMP PRINTING INC.)	64474	07/27/16	08/26/16	A	1779.38	AMP01, 64474, PO #5744 650 UV LETTERS & NCMB
		64605	08/08/16	09/07/16	A	8210.31	AMP01, 64605, PO #5756 NEW WHEELS TIMETABLES
		64721	08/08/16	09/07/16	A	788.40	AMP01, 64721, PO #5806 REPRINT 150 UV LETTER
		64849	08/16/16	09/15/16	A	2598.83	AMP01, 64849, PO #5816 2ND REPRINT TIMETABLE
		64903	08/16/16	09/15/16	A	1397.00	AMP01, 64903, PO #5824 2ND PRINT TIMETABLES
		65011	08/22/16	09/21/16	A	1509.00	AMP01, 65011, PO #5840 3RD TIMETABLES REPRIN
		Vendor's Total ----->				16282.92	
08-16	ANA01 (KRISTEN ANAYA)	AUG-2016H	08/24/16	09/23/16	A	21.61	ANA01, AUG-16 SURVEYING EXPENSES REIMBURSE
08-16	ATT02 (AT&T)	8338709	07/13/16	08/12/16	A	794.65	ATT02, 8338709, PAYER #9391035694 6/13-7/12/
		8456130	08/13/16	09/12/16	A	801.95	ATT02, 8456130, PAYER-9391035694 7/13-8/12/1
		Vendor's Total ----->				1596.60	
08-16	AVI01 (AMADOR VALLEY INDUSTRIES)	573823	07/31/16	08/30/16	A	341.71	AVI01, 573823, JULY-16 GARBAGE PICK UP SERVI
08-16	BAN03 (BANKCARD CENTER)	JULY-2016H	07/28/16	08/27/16	A	47.71	BAN03, JULY-16 BOW CC STATEMENT
08-16	BAY03 (BAY AREA NEWS GROUP)	985870	07/31/16	08/30/16	A	563.40	BAY03, 985870, PO #5724 LAVTA PARKING NOTICE
08-16	BAY08 (BAY CITY ELECTRIC WORKS)	W162161	07/31/16	08/30/16	A	250.00	BAY08, W162161, JULY-16 GENERATOR PREVENT MA
08-16	BID01 (DON BIDDLE)	AUG-2016H	08/24/16	09/23/16	A	300.00	BID01, AUG-16 BOD STIPEND
		JULY-2016H	07/31/16	08/30/16	A	100.00	BID01, JULY-16 BOD STIPEND
		Vendor's Total ----->				400.00	
08-16	BRO03 (KARLA SUE BROWN)	AUG-2016H	08/24/16	09/23/16	A	300.00	BRO03, AUG-16 BOD STIPEND
		JULY-2016H	08/31/16	08/31/16	A	100.00	BRO03, JULY-16 BOD STIPEND
		Vendor's Total ----->				400.00	
08-16	CAL04 (CALIFORNIA WATER SERVICE)	198071916H	07/19/16	08/18/16	A	472.93	CAL04, 0198655555, BUS WASH 6/17-7/18/16
		257072916H	07/29/16	08/28/16	A	64.11	CAL04, 2575555555, TC FIRE 8/1-8/31/16
		361080116H	08/01/16	08/31/16	A	31.88	CAL04, 3616555555, TC WATER 6/30-7/29/16
		461080116H	08/01/16	08/31/16	A	436.94	CAL04, 4616555555, TC IRRG. 6/30-7/29/16
		475072916H	07/29/16	08/28/16	A	85.48	CAL04, 4755555555, MOA FIRE 8/1-8/31/16
		575072916H	07/29/16	08/28/16	A	85.48	CAL04, 5755555555, CONTRACTOR FIRE 8/1-8/31/16
		909071916H	07/19/16	08/18/16	A	526.71	CAL04, 9098655555, MOA WATER 6/17-7/18/16
		Vendor's Total ----->				1703.53	
08-16	CAL05 (CALTEST LABS)	560644	07/27/16	08/26/16	A	885.40	CAL05, 560644, PO #5805 2016 ANNUAL MANHOLE
08-16	CAL13 (CALIFORNIA TRANSIT)	062016JUL	08/08/16	09/07/16	A	15207.06	CAL13, 06.2016.JULY, INSURANCE CLAIMS FY16
08-16	CAL15 (CALTRONICS BUSINESS SYS)	2076953H	08/15/16	09/14/16	A	706.39	CAL15, 2076953, BIZHUB THRU 8/7/16
08-16	CHR02 (RONDAL MEUSER)	10208	07/28/16	08/27/16	A	114.98	CHR02, 10208, PO #5760 GFI FAREBOX DECALS

LAVTA
 Month End Payable Activity Report
 Report for 08-16

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
08-16	CIT01 (CITY OF LIVERMORE)	1294-FY17	08/10/16	09/09/16	A	1356.45	CIT01, 1294 (16-17), PO #5827 WASTEWATER FER
08-16	CIT06 (CITY OF LIVERMORE SEWER)	BW081616	08/16/16	09/15/16	A	48.27	CIT06, 138143-00, BUS WASH 7/19-8/16/16
		TC080916	08/09/16	09/08/16	A	43.88	CIT06, 133389-00, TRANSIT CENTER 7/12-8/9/16
		MOA081616	08/16/16	09/15/16	A	99.51	CIT06, 133294-00, MOA SEWER 7/19-8/16/16
				Vendor's Total ----->		191.66	
08-16	CIT07 (CITY OF LIVERMORE - WATER)	361071916H	07/19/16	08/18/16	A	46.60	CIT07, 139361-00, ATLANTIS SEWER 6/21-7/19/16
		361081616H	08/16/16	09/15/16	A	69.90	CIT07, 139361-00, ATLANTIS SEWER 7/19-8/16/16
		388071916H	07/19/16	08/18/16	A	126.05	CIT07, 139388-00, BUS WASH 6/21-7/19/16
		388081616H	08/16/16	09/15/16	A	139.45	CIT07, 139388-00, BUS WASH 7/19-8/16/16
		399071916H	07/19/16	08/18/16	A	40.06	CIT07, 139399-00, ATLANTIS SEWER 6/21-7/19/16
		399081616H	08/16/16	09/15/16	A	43.88	CIT07, 139399-00, ATLANTIS SEWER 7/19-8/16/16
		430071916H	07/19/16	08/18/16	A	59.05	CIT07, 138430-01, ATLANTIS INDOOR 6/21-7/19/16
		430081616H	08/16/16	09/15/16	A	63.27	CIT07, 138430-01, ATLANTIS SEWER 7/19-8/16/16
		431071916H	07/19/16	08/18/16	A	323.25	CIT07, 138431-00, ATLANTIS IRRG. 6/21-7/19/16
		431081616H	08/16/16	09/15/16	A	72.15	CIT07, 138431-00, ATLANTIS IRRG. 7/19-8/16/16
		432071916H	07/19/16	08/18/16	A	26.65	CIT07, 138432-00, ATLANTIS FIRE 6/21-7/19/16
		432081616H	08/16/16	09/15/16	A	26.65	CIT07, 138432-00, ATLANTIS FIRE 7/19-8/16/16
				Vendor's Total ----->		1035.96	
08-16	COR01 (CORBIN WILLITS SYSTEMS)	B608151	08/15/16	09/14/16	A	239.45	COR01, B608151, AUG-16 SERVICE
08-16	COR03 (JAN CORNISH)	0804-0805H	08/11/16	09/10/16	A	103.84	COR03, 8/4-8/5 MILEAGE TRAVEL REIMBURSE
		0826MILESH	08/31/16	09/30/16	A	57.24	COR03, 8/26/16 MILEAGE REIMBURSE
				Vendor's Total ----->		163.08	
08-16	DAY02 (DAY & NIGHT PEST CONTROL)	115738	07/29/16	08/28/16	A	218.00	DAY02, 115738, 7/29/16 RUTAN SERVICE
08-16	DEL05 (ALLIED ADMIN/DELTA DENTAL)	SEPT-2016H	08/25/16	09/24/16	A	2205.94	DEL05, SEPT-16 DENTAL INSURANCE
08-16	DIG01 (SAMEER SIRUGURI)	LVTA0004	07/14/16	08/13/16	A	600.00	DIG01, LVTA0004, PO #5787 UPDATE 511 INTERFA
08-16	DIR01 (DIRECT TV)	207931448	08/11/16	09/10/16	A	14.00	DIR01, 29207931448, AUG-16 SERVICE
08-16	DIR02 (DIRECT DEPOSIT OF PAYROLL C	20160729H	07/29/16	08/28/16	A	37878.91	DIR02, PR DIRECT DEPOSIT 7/15-7/29/16
		20160812H	08/19/16	09/18/16	A	38926.71	DIR02, PR DIRECT DEPOSIT 7/29-8/12/16
				Vendor's Total ----->		76805.62	
08-16	DOT02 (DOTTO GLASS INC)	225051H	05/12/16	06/11/16	A	12556.00	DOT02, 225051, PO #5641 RAPID PANELS REPLAC
08-16	EFT01 (ELECTRONIC FUND TRASFERS)	20160729H	07/29/16	08/28/16	A	7093.59	EFT01, FEDERAL TAXES 7/15-7/29/16
		20160812H	08/17/16	09/16/16	A	7558.68	EFT01, FEDERAL TAXES 7/29-8/12/16
		20160826H	08/26/16	09/25/16	A	7476.18	EFT01, FEDERAL TAXES 8/12-8/26/16
		20160901FH	08/31/16	09/30/16	A	2878.15	EFT01, FEDERAL TAXES 9/1/16 JAN CORNISH FINA
				Vendor's Total ----->		25006.60	
08-16	EME01 (EMERALD LANDSCAPE CO INC)	286163	08/01/16	08/31/16	A	1155.00	EME01, 286163, AUG-16 LANDSCAPING SERVICE
08-16	EMP01 (EMPLOYMENT DEVEL DEPT)	20160729H	07/29/16	08/28/16	A	2335.80	EMP01, STATE TAXES 7/15-7/29/16
		20160812H	08/17/16	09/16/16	A	2510.68	EMP01, STATE TAXES 7/29-8/12/16
		20160826H	08/26/16	09/25/16	A	2518.16	EMP01, STATE TAXES 8/12-8/26/16
		20160901FH	08/31/16	09/30/16	A	833.03	EMP01, STATE TAXES 9/1/16 JAN CORNISH FINAL
				Vendor's Total ----->		8197.67	
08-16	FED01 (FedEx)	551906022	08/19/16	09/18/16	A	102.55	FED01, 551906022, AUG-16 STATEMENT
08-16	GEN01 (GENTEC SERVICES, INC.)	14294	08/16/16	09/15/16	A	850.00	GEN01, 14294, PO #5834 ADA DOOR ELECTRICAL-R

LAVTA
 Month End Payable Activity Report
 Report for 08-16

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
08-16	GEN05 (GENFARE)	90107795	08/04/16	09/03/16	A	3500.00	GEN05, 90107795, RFP-2015-09 ATLANTIS VAULT I
08-16	GET01 (GETTLER-RYAN INC.)	58908	08/10/16	09/09/16	A	1329.24	GET01, 58908, PO #5832 REPAIR FUEL ISLAND PU
08-16	HAG01 (SCOTT HAGGERTY)	AUG-2016H JULY-2016H	08/24/16 08/31/16	09/23/16 08/31/16	A A	200.00 100.00	HAG01, AUG-16 BOD STIPEND HAG01, JULY-16 BOD STIPEND
		Vendor's Total ----->				300.00	
08-16	HAN01 (HANSON BRIDGETT MARCUS)	1171148 1171149	07/26/16 07/26/16	08/25/16 08/25/16	A A	2704.00 5077.00	HAN01, 1171148, JUN-16 CONTRACT LEGAL FEES HAN01, 1171149, JUN-16 ADMIN LEGAL FEES
		Vendor's Total ----->				7781.00	
08-16	HAU01 (DAVID HAUBERT)	JULY-2016H	08/31/16	08/31/16	A	100.00	HAU01, JULY-16 BOD STIPEND
08-16	HCD01 (HAMMERCRAFT CONSTRUCTION &	1052 1053 1054 1055 1056	08/09/16 08/09/16 08/15/16 08/15/16 08/17/16	09/08/16 09/08/16 09/14/16 09/14/16 09/16/16	A A A A A	2700.00 2700.00 7000.00 7000.00 4999.00	HCD01, 1052, PO #5802 WESTBOUND LAS POSITAS HCD01, 1053, PO #5801 EASTBOUND LAS POSITAS R HCD01, 1054, PO #5803 MOVE RAPID EAST LAS PO HCD01, 1055, PO #5804 MOVE RAPID WEST LAS PO HCD01, 1056, PO #5841 PAINT 2 BUS SHELTERS L
		Vendor's Total ----->				24399.00	
08-16	HOT01 (HOTSYPACIFIC)	50556	08/05/16	09/04/16	A	999.20	HOT01, 50556, PO #5815 REPAIR PRESSURE WASHE
08-16	IPC01 (IPC (USA) INC)	143529	08/09/16	09/08/16	A	12359.02	IPC01, 143529, 8/9/16 FUEL DELIVERY
08-16	JTH01 (J. THAYER COMPANY)	1069080-0	08/11/16	09/10/16	A	99.05	JTH01, 1069080-0, 8/11/16 PRINTING PAPER
08-16	L&D01 (L&D PRINTING INC)	45332	07/20/16	08/19/16	A	683.28	L&D01, 45332, PO #5727 LAVTA STUDENT PASS LA
08-16	LAS02 (LAS POSITAS COLLEGE)	20300-1	08/09/16	09/08/16	A	1155.00	LAS02, 20300-1, PO #5611 WHEELS PUBLIC HEARI
08-16	LIV10 (LIVERMORE SANITATION INC)	760990	07/31/16	08/30/16	A	2317.45	LIV10, 760990, JULY-16 GARBAGE SERVICE RUTAN
08-16	LUM01 (LUMINATOR MASS TRANSIT LLC)	503278	08/12/16	09/11/16	A	492.76	LUM01, 503278, PO #5719 PROGRAM UPDATE BUS S
08-16	MER01 (MERCHANT SERVICES)	TCC073116H MOA073116H	08/31/16 08/31/16	08/31/16 08/31/16	A A	212.61 233.94	MER01, JULY-16 TRANSIT CENTER CC FEES MER01, JULY-16 MOA CC FEES
		Vendor's Total ----->				446.55	
08-16	MIG01 (MOORE IACOFANO GOLTSMAN)	45320	08/17/16	09/16/16	A	1442.50	MIG01, 45320, PO #5730 FACILITATION JULY-16
08-16	MOC01 (DENNIS MCCONNOR)	JULY-2016H	08/11/16	09/10/16	A	57.24	MOC01, JULY-16 TRAVEL REIMBURSE
08-16	MTM01 (MEDICAL TRANSPORTATION MANA	JUN-2016H MTM112064H MTM112065H MTM112066H	07/13/16 08/02/16 08/09/16 08/24/16	08/12/16 09/01/16 09/08/16 09/23/16	A A A A	120599.95 3136.00 3045.00 5610.50	MTM01, JUN-16 MONTHLY SERVICE MTM01, MTM-112064 7/26-8/2/16 MTM01, MTM-112065 8/3-8/9/16 MTM01, MTM-112066 8/10-8/23/16
		Vendor's Total ----->				132391.45	
08-16	MUT01 (MUTUAL OF OMAHA)	SEPT-2016H	08/16/16	09/15/16	A	1125.14	MUT01, SEPT-16 LTD & LIFE INSURANCE
08-16	MVT01 (MV TRANSPORTATION, INC.)	69647H 69935H 69936H	07/10/16 08/02/16 08/02/16	08/09/16 09/01/16 09/01/16	A A A	61698.66 337810.88 337810.88	MVT01, 69647, JUN-16 FIXED ROUTE SERVICE MVT01, 69935, AUG-16 1ST INSTALL PAYMENT MVT01, 69936, AUG-16 2ND INSTALL PAYMENT
		Vendor's Total ----->				737320.42	

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
08-16	NAR01 (KATHERINE NARUM)	JULY-2016H	08/01/16	08/31/16	A	100.00	NAR01, JULY-16 BOD STIPEND
08-16	NEL01 (NELSON\NYGAARD CONSULTING A	67773H	08/05/16	09/04/16	A	2585.77	NEL01, 67773, JULY-16 PROFESSIONAL SERVICES
08-16	OFF01 (OFFICE DEPOT)	315356001	08/04/16	09/03/16	A	133.62	OFF01, 855315356001, 8/4/16 OFFICE SUPPLIES
		655649001	07/21/16	08/20/16	A	60.78	OFF01, 852655649001, 7/22/16 OFFICE SUPPLIES
		655743001	07/25/16	08/24/16	A	167.88	OFF01, 852655743001, 7/25/16 OFFICE SUPPLIES
		846324002	07/21/16	08/20/16	A	22.63	OFF01, 850846324002, 7/21/16 OFFICE SUPPLIES
		Vendor's Total ----->				384.91	
08-16	PAC01 (AT&T)	ATT070716H	07/07/16	08/06/16	A	33.29	PAC01, ACCT #232-351-6260, CONTRACTOR FIRE 7
		ATT071116H	07/11/16	08/10/16	A	354.19	PAC01, ACCT #436-951-0106, ATLANTIS T1 7/11-
		ATT071316H	07/13/16	08/12/16	A	145.01	PAC01, ACCT #925-243-9029,ATLANTIS ALARM 7/1
		Vendor's Total ----->				532.49	
08-16	PAC02 (PACIFIC GAS AND ELECTRIC)	580080116H	08/01/16	08/31/16	A	9188.81	PAC02, 5809326332-3, MOA ELECTRIC 6/30-7/31/
		606072916H	07/29/16	08/28/16	A	1418.25	PAC02, 6062256368-6, ATLANTIS 6/29-7/26/16
		726080816H	07/21/16	08/20/16	A	504.76	PAC02, 7264840356-5, RAPID STOPS 6/21-7/20/1
		764080116H	07/13/16	08/12/16	A	140.30	PAC02, 7649646868-7, DOOLAN TWR 6/13-7/12/16
		764082916H	08/12/16	09/11/16	A	153.18	PAC02, 7649646868-7, DOOLAN TWR 7/13-8/11/16
		980080116H	07/14/16	08/13/16	A	615.85	PAC02, 9800031052-8, TRANSIT CENTER 6/14-7/1
		Vendor's Total ----->				12021.15	
08-16	PAC11 (PACIFIC ENVIROMENTAL SERV)	2006160	08/08/16	09/07/16	A	120.00	PAC11, 2006160, JULY-16 RUTAN MONTHLY SERVIC
		2006161	08/08/16	09/07/16	A	120.00	PAC11, 2006161, JULY-16 ATLANTIS MONTHLY SER
		Vendor's Total ----->				240.00	
08-16	PEN01 (JERRY PENTIN)	AUG-2016H	08/24/16	09/23/16	A	100.00	PEN01, AUG-16 BOD STIPEND
08-16	PER01 (PERS)	14811361H	08/04/16	09/03/16	A	1300.00	PER01, 14811361, GASB-68 REPORTING FEES FY15
		20160729CH	07/29/16	08/28/16	A	3987.09	PER01, PERS CLASSIC CONTRIBUTION 7/15-7/29/1
		20160729NH	07/29/16	08/28/16	A	3037.57	PER01, PERS NEW CONTRIBUTIONS 7/15-7/29/16
		20160812CH	08/18/16	09/17/16	A	3987.09	PER01, PERS CLASSIC CONTRIBUTIONS 7/29-8/12/
		20160812NH	08/17/16	09/16/16	A	3037.57	PER01, PERS NEW CONTRIBUTIONS 7/29-8/12/16
		20160826CH	08/26/16	09/25/16	A	4167.86	PER01, PERS CLASSIC CONTRIBUTION 8/12-8/26/1
		20160826NH	08/26/16	09/25/16	A	3037.57	PER01, PERS NEW CONTRIBUTIONS 8/12-8/26/16
		Vendor's Total ----->				22554.75	
08-16	PER03 (CAL PUB EMP RETIRE SYSTM)	SEPT-2016H	08/15/16	09/14/16	A	33725.34	PER03, SEPT-16 HEALTH INSURANCE
08-16	PER04 (CALPERS RETIREMENT SYSTEM)	20160729H	07/29/16	08/28/16	A	916.01	PER04, PERS 457 CONTRIBUTIONS
		20160812H	08/17/16	09/16/16	A	916.63	PER04, PERS 457 CONTRIBUTION 7/29-8/12/16
		20160826H	08/26/16	09/25/16	A	916.01	PER04, PERS 457 CONTRIBUTION 8/12-8/26/16
		Vendor's Total ----->				2748.65	
08-16	PLA02 (PLANETERIA MEDIA LLC)	14011	07/15/16	08/14/16	A	200.00	PLA02, 14011, JULY-16 WEB HOSTING
08-16	QUI01 (QUILL CORPORATION)	7795701	07/28/16	08/27/16	A	77.84	QUI01, 7795701, 7/27/16 OFFICE SUPPLIES
08-16	RHT01 (R.H. TINNEY, INC.)	4255S-IN	07/31/16	08/30/16	A	101.00	RHT01, 4255S-IN, TC HVAC QTRLY MAINT FY17
		4256S-IN	07/31/16	08/30/16	A	591.00	RHT01, 4256S-IN, RUTAN HVAC QTRLY MAINT FY17
		4257S-IN	07/31/16	08/30/16	A	243.00	RHT01, 4257S-IN, ATLANTIS HVAC QTRLY MAINT F
		Vendor's Total ----->				935.00	
08-16	SAF01 (SAFETY-KLEEN SYSTEMS INC)	71067667	08/01/16	08/31/16	A	255.31	SAF01, 71067667, LEASE FOR PARTS WASHER FY17
08-16	SCF01 (SC FUELS)	3108299	07/20/16	08/19/16	A	13054.71	SCF01, 3108299, 7/20/16 FUEL DELIVERY
		3125155	08/03/16	09/02/16	A	11642.44	SCF01, 3125155, 8/3/16 FUEL DELIVERY
		3127029	08/13/16	09/12/16	A	12699.16	SCF01, 3127029, 8/13/16 FUEL DELIVERY
		Vendor's Total ----->				37396.31	

LAVTA
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Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
08-16	SEL00 (SELECT IMAGING)	78727	07/27/16	08/26/16	A	328.50	SEL00, 78727, PO #5743 2016 TRY TRANSIT FLYE
08-16	SHA02 (SHAMROCK OFFICE SOLUTIONS)	263690	08/05/16	09/04/16	A	108.68	SHA02, 263690, 7/12-8/11 LAVTA PRINTER FRONT
08-16	SHE05 (SHELL)	981641608H	08/05/16	09/04/16	A	79.96	SHE05, AUG-16 CC STATEMENT
08-16	SOL01 (SOLUTIONS FOR TRANSIT)	16-805LAV	08/05/16	09/04/16	A	2083.33	SOL01, 16-0805 LAVTA, JULY-16 CLIPPER ANALYS
08-16	SPE03 (SPECTRIO)	690348	08/22/16	09/21/16	A	1034.09	SPE03, 690348, PO #5852 ANNUAL ON HOLD BILLI
08-16	SPE04 (STEVEN G. SPEDOWFSKI)	AUG-2016H	08/24/16	09/23/16	A	200.00	SPE04, AUG-16 BOD STIPEND
		CATCHUP16H	08/24/16	09/23/16	A	300.00	SPE04, TRI VALLEY RAIL STIPENDS CATCH UP 201
		JULY-2016H	08/01/16	08/31/16	A	100.00	SPE04, JULY-16 BOD STIPEND
		Vendor's Total ----->				600.00	
08-16	SPO01 (SPORTWORKS NORTHWEST, INC)	113687	07/27/16	08/26/16	A	14770.00	SPO01, 113687, PO #5733 2016 BUS BIKE RACKS
08-16	STA01 (STATE COMPENSATION FUND)	SEPT-2016H	08/23/16	09/22/16	A	2280.42	STA01, SEPT-16 WORKER'S COMP PREMIUM
08-16	STA13 (STAPLES CREDIT PLAN)	AUG-2016H	08/09/16	09/08/16	A	251.84	STA13, AUG-16 STATEMENT OFFICE SUPPLIES
08-16	SWA01 (ANGELA SWANSON)	AUG-2016H	08/24/16	09/23/16	A	168.68	SWA01, AUG-2016 STAFF CAKE FOR COMPANY BEQ
		0716-0816H	08/11/16	09/10/16	A	40.87	SWA01, JULY-AUG 16 BIRTHDAY PARTY FOOD REIMB
		Vendor's Total ----->				209.55	
08-16	TAX14 (KAREN ADAMS)	0701-0815H	08/24/16	09/23/16	A	29.75	TAX14, PARATAXI REIMBURSE 7/1-8/15/16
08-16	TAX32 (SUE TSANG)	0707-0729H	08/24/16	09/23/16	A	198.47	TAX32, PARATAXI REIMBURSE 7/7-7/29/16
08-16	TAX60 (ANNA FONG)	0701-0724	08/24/16	09/23/16	A	28.05	TAX60, PARATAXI REIMBURSE 7/1-7/24/16
08-16	TAX67 (CHRISTEL RAGER)	0701-0730H	08/11/16	09/10/16	A	154.70	TAX67, PARATAXI REIMBURSE 7/1-7/30/16
08-16	TAX72 (JUSTIN HART)	0705-0731H	08/11/16	09/10/16	A	128.14	TAX72, PARATAXI REIMBURSE 7/5-7/31/16
08-16	TAX83 (JUDITH BAAR)	4-1-2016	08/11/16	09/10/16	A	14.88	TAX83, PARATAXI REIMBURSE 4/1/16
08-16	TAX87 (DELORES M. POWLEY)	0712-0801H	08/24/16	09/23/16	A	48.80	TAX87, PARATAXI REIMBURSE 7/12-8/1/16
08-16	TAX91 (VIVIAN MARIE MILLER)	0724-0816H	08/24/16	09/23/16	A	125.44	TAX91, PARATAXI REIMBURSE 7/24-8/16/16
08-16	TCG01 (THE CREATIVE GROUP)	46290333	07/26/16	08/25/16	A	3825.18	TCG01, 46290333, PO #5750 TEMP MGR W/E 7/22/
		46290334	07/26/16	08/25/16	A	2998.26	TCG01, 46290334, PO #5754 TEMP DEVELOPER W/E
		46355710	08/03/16	09/02/16	A	3077.14	TCG01, 46355710, PO #5754 TEMP DEVELOPER W/E
		46355711	08/03/16	09/02/16	A	3792.00	TCG01, 46355711, PO #5750 TEMP MGR W/E 7/29/
		46391312	08/09/16	09/08/16	A	3120.48	TCG01, 46391312, PO #5754 TEMP DEVELOPER W/E
		46391313	08/09/16	09/08/16	A	3326.53	TCG01, 46391313, PO #5750 TEMP MGR W/E 8/5/1
		46441647	08/16/16	09/15/16	A	3792.00	TCG01, 46441647, PO #5750 TEMP MGR W/E 8/12/
		46441648	08/16/16	09/15/16	A	3756.71	TCG01, 46441648, PO #5754 TEMP DEVELOPER W/E
		Vendor's Total ----->				27688.30	
08-16	TOL06 (TOLAR MFR CO INC)	11695	08/04/16	09/03/16	A	9229.00	TOL06, 11695, PO #5659 REPLACE REAR WALL MAP
		11696	08/04/16	09/03/16	A	2273.58	TOL06, 11696, PO #5729 REPLACE LED LIGHTS RA
		Vendor's Total ----->				11502.58	
08-16	TOM01 (TOM GREENE)	525915	08/12/16	09/11/16	A	250.00	TOM01, 525915, PO #5833 WEED ABATEMENT ATLAN

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Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
08-16	TRC01 (TRC ENGINEERING SERVICES LL)	513B-16A	07/31/16	08/30/16	A	2241.00	TRC01, 513B00407-16A, PO #5652 9 BUSES INSPEC
08-16	TRE01 (MICHAEL TREE)	7-23-16LH	08/11/16	09/10/16	A	23.21	TRE01, 7/23/16 LUNCH WITH CHRISTY W.
		7-28-16PH	08/11/16	09/10/16	A	3.00	TRE01, 7/28/16 PARKING FOR ACTC MEETING REIM
		AUG-2016H	08/24/16	09/23/16	A	751.20	TRE01, AUG-16 REIMBURSE FOR EXPENSE
		Vendor's Total ----->				782.41	
08-16	TUR01 (LAUREEN TURNER)	AUG-2016H	08/24/16	09/23/16	A	200.00	TUR01, AUG-16 BOD STIPEND
08-16	TX113 (RODGER RAGER)	0711-0728H	08/11/16	09/10/16	A	191.25	TX113, PARATAXI REIMBURSE 7/11-7/28/16
08-16	TX123 (OLGA PRINZ)	0717-0729H	08/11/16	09/10/16	A	74.80	TX123, PARATAXI REIMBURSE 7/17-7/29/16
		0801-0817H	08/24/16	09/23/16	A	106.04	TX123, PARATAXI REIMBURSE 8/1-8/17/16
		Vendor's Total ----->				180.84	
08-16	TX124 (LISA BALL)	0720-0723H	08/11/16	09/10/16	A	30.60	TX124, PARATAXI REIMBURSE 7/20-7/23/16
08-16	TX125 (VIRGINIA RAUCH)	0609-0701H	08/11/16	09/10/16	A	38.89	TX125, PARATAXI REIMBURSE 6/9-7/1/16
08-16	TX139 (ROBERT MCNAGHAN)	0517-0727	08/11/16	09/10/16	A	468.50	TX139, PARATAXI REIMBURSE 5/17-7/27/16
08-16	TX143 (KIM BRETOI)	0701-0720H	08/24/16	09/23/16	A	199.75	TX143, PARATAXI REIMBURSE 7/1-7/20/16
08-16	TX158 (MARGARITA UMANSKAYA)	0725-0801	08/11/16	09/10/16	A	24.01	TX158, PARATAXI REIMBURSE 7/25-8/1/16
08-16	TX159 (ROSALIE PEREIRA)	7-26-16	08/11/16	09/10/16	A	34.45	TX159, PARATAXI REIMBURSE 7/26/16
08-16	TX160 (MARY ANNE HAUSER)	0513-0527	08/24/16	09/23/16	A	40.80	TX160, PARATAXI REIMBURSE 5/13-5/27/16
		1005-0503	08/11/16	09/10/16	A	92.44	TX160, PARATAXI REIMBURSE 10/5/15-5/3/16
		Vendor's Total ----->				133.24	
08-16	TX161 (JYOTSNA MEHTA)	0802-0813H	08/24/16	09/23/16	A	61.63	TX161, PARATAXI REIMBURSE 8/2-8/13/16
08-16	USB01 (U S BANK)	JUN-2016H	07/06/16	08/05/16	A	5390.97	USB01, JUN-16 US BANK CC STATEMENT
		JULY-2016H	08/06/16	09/05/16	A	2733.51	USB01, JULY-16 CC STATEMENT
		Vendor's Total ----->				8124.48	
08-16	UST01 (UST COMPLIANCE TESTING IN)	3647	08/22/16	09/21/16	A	1200.00	UST01, 3647, PO #5849 ANNUAL CERT & SPILL TE
08-16	UTC01 (UTC FIRE & SECURITY AMERI)	4689145	08/04/16	09/03/16	A	7988.03	UTC01, 4689145, PO #5711 CONFIGURE & TEST LA
		4689147	08/04/16	09/03/16	A	805.00	UTC01, 4689147, PO #5508 INSTALL LABOR
		Vendor's Total ----->				8793.03	
08-16	VER01 (VERIZON WIRELESS)	769168305H	07/22/16	08/21/16	A	187.47	VER01, 9769168305, JULY-16 SERVICE
08-16	VSP01 (VSP)	SEPT-2016H	08/24/16	09/23/16	A	534.76	VSP01, SEPT-16 VISION INSURANCE
08-16	WEG01 (CHRISTY WEGENER)	JULY-2016H	08/11/16	09/10/16	A	76.96	WEG01, JULY-16 TRAVEL REIMBURSE
08-16	WEL03 (WELLS SWEEPING)	201607106	07/30/16	08/29/16	A	377.00	WEL03, 2016-07-106, QTRLY PARKING LOT SWEEPI
08-16	ZUM01 (ZUMAR INDUSTRIES INC.)	165825	07/25/16	08/24/16	A	773.33	ZUM01, 165825, PO #5757 REPLACE BUS STOP FOR
		165870	07/27/16	08/26/16	A	666.90	ZUM01, 165870, PO #5774 REPLACE BUS STOPS EA
		166000	08/03/16	09/02/16	A	293.28	ZUM01, 166000, PO #5774 REPLACE BUS STOP STG
		Vendor's Total ----->				1733.51	
Total of Purchases -->						1327170.29	=====

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
08-16	H6604	08/01/16	BID01 (DON BIDDLE)		100.00			BID01, JULY-16 BOD STIPEN
	H6605	08/01/16	BRO03 (KARLA SUE BROWN)		100.00	.00	100.00	BRO03, JULY-16 BOD STIPEN
	H6606	08/01/16	HAG01 (SCOTT HAGGERTY)		100.00	.00	100.00	HAG01, JULY-16 BOD STIPEN
	H6607	08/01/16	HAU01 (DAVID HAUBERT)		100.00	.00	100.00	HAU01, JULY-16 BOD STIPEN
	H6608	08/01/16	SPE04 (STEVEN G. SPEDOWFSKI)		100.00	.00	100.00	SPE04, JULY-16 BOD STIPEN
	H6609	08/01/16	NAR01 (KATHERINE NARUM)		100.00	.00	100.00	NAR01, JULY-16 BOD STIPEN
	H6615	07/11/16	PAC01 (AT&T)		354.19	.00	354.19	PAC01, ACCT #436-951-0106
	H6616	08/12/16	PAC01 (AT&T)		145.01	.00	145.01	PAC01, ACCT #925-243-9029
	H6617	08/12/16	PAC01 (AT&T)		33.29	.00	33.29	PAC01, ACCT #232-351-6260
	H6618	08/12/16	CIT07 (CITY OF LIVERMORE - WATER)		46.60	.00	46.60	CIT07, 139361-00, ATLANTI
	H6619	08/12/16	CIT07 (CITY OF LIVERMORE - WATER)		40.06	.00	40.06	CIT07, 139399-00, ATLANTI
	H6620	08/12/16	CIT07 (CITY OF LIVERMORE - WATER)		323.25	.00	323.25	CIT07, 138431-00, ATLANTI
	H6621	08/12/16	CIT07 (CITY OF LIVERMORE - WATER)		126.05	.00	126.05	CIT07, 139388-00, BUS WAS
	H6622	08/12/16	CIT07 (CITY OF LIVERMORE - WATER)		26.65	.00	26.65	CIT07, 138432-00, ATLANTI
	H6623	08/12/16	CIT07 (CITY OF LIVERMORE - WATER)		59.05	.00	59.05	CIT07, 138430-01, ATLANTI
	H6624	07/21/16	PAC02 (PACIFIC GAS AND ELECTRIC)		504.76	.00	504.76	PAC02, 7264840356-5, RAPI
	H6625	08/12/16	PAC02 (PACIFIC GAS AND ELECTRIC)		140.30	.00	140.30	PAC02, 7649646868-7, DOOL
	H6626	08/12/16	PAC02 (PACIFIC GAS AND ELECTRIC)		615.85	.00	615.85	PAC02, 9800031052-8, TRAN
	H6627	08/12/16	CAL04 (CALIFORNIA WATER SERVICE)		64.11	.00	64.11	CAL04, 2575555555, TC FIR
	H6628	08/12/16	CAL04 (CALIFORNIA WATER SERVICE)		31.88	.00	31.88	CAL04, 3616555555, TC WAY
	H6629	08/12/16	CAL04 (CALIFORNIA WATER SERVICE)		436.94	.00	436.94	CAL04, 4616555555, TC IRR
	H6630	08/12/16	CAL04 (CALIFORNIA WATER SERVICE)		526.71	.00	526.71	CAL04, 9098655555, MOA WA
	H6631	08/12/16	CAL04 (CALIFORNIA WATER SERVICE)		472.93	.00	472.93	CAL04, 0198655555, BUS WA
	H6632	08/01/16	PER04 (CALPERS RETIREMENT SYSTEM)		916.01	.00	916.01	PER04, PERS 457 CONTRIBUT
	H6633	08/01/16	PER01 (PERS)		3,987.09	.00	3,987.09	PER01, PERS CLASSIC CONTR
	H6634	08/01/16	EMP01 (EMPLOYMENT DEVEL DEPT)		2,335.80	.00	2,335.80	EMP01, STATE TAXES 7/15-7
	H6635	08/01/16	EFT01 (ELECTRONIC FUND TRANSFERS)		7,093.59	.00	7,093.59	EFT01, FEDERAL TAXES 7/15
	H6636	08/01/16	DIR02 (DIRECT DEPOSIT OF PAYROLL CH		37,878.91	.00	37,878.91	DIR02, PR DIRECT DEPOSIT
	H6637	08/01/16	PER01 (PERS)		3,037.57	.00	3,037.57	PER01, PERS NEW CONTRIBUT
	H6638	08/12/16	MTM01 (MEDICAL TRANSPORTATION MANAG		3,045.00	.00	3,045.00	MTM01, MTM-112065 8/3-8/9
	H6639	08/12/16	MTM01 (MEDICAL TRANSPORTATION MANAG		120,599.95	.00	120,599.95	MTM01, JUN-16 MONTHLY SER
	H6640	08/12/16	MVT01 (MV TRANSPORTATION, INC.)		61,698.66	.00	61,698.66	MVT01, 69647, JUN-16 FIXE
	H6641	08/12/16	MVT01 (MV TRANSPORTATION, INC.)		337,810.88	.00	337,810.88	MVT01, 69935, AUG-16 1ST
	H6642	08/12/16	TRE01 (MICHAEL TREE)		23.21	.00	23.21	TRE01, 7/23/16 LUNCH WITH
	H6643	08/12/16	TRE01 (MICHAEL TREE)		8.00	.00	8.00	TRE01, 7/28/16 PARKING FO
	H6644	08/12/16	MOC01 (DENNIS MOCHON)		57.24	.00	57.24	MOC01, JULY-16 TRAVEL REI
	H6645	08/12/16	COR03 (JAN CORNISH)		105.84	.00	105.84	COR03, 8/4-8/5 MILEAGE TR
	H6646	08/12/16	WEG01 (CHRISTY WEGENER)		76.96	.00	76.96	WEG01, JULY-16 TRAVEL REI
	H6647	08/12/16	SWA01 (ANGELA SWANSON)		40.87	.00	40.87	SWA01, JULY-AUG 16 BIRTHD
	H6648	08/12/16	VER01 (VERIZON WIRELESS)		187.47	.00	187.47	VER01, 9769168305, JULY-1
	H6649	08/12/16	PAC02 (PACIFIC GAS AND ELECTRIC)		1,418.25	.00	1,418.25	PAC02, 6062256368-6, AYLA
	H6650	08/12/16	PAC02 (PACIFIC GAS AND ELECTRIC)		9,188.81	.00	9,188.81	PAC02, 5809326332-3, MCA
	H6651	08/12/16	CAL04 (CALIFORNIA WATER SERVICE)		85.48	.00	85.48	CAL04, 4755555555, MOA FJ
	H6652	08/12/16	CAL04 (CALIFORNIA WATER SERVICE)		85.48	.00	85.48	CAL04, 5755555555, CONTRA
	H6653	08/12/16	NEL01 (NELSON NYGAARD CONSULTING AS		2,585.77	.00	2,585.77	NEL01, 67773, JULY-16 PRO
	H6654	08/09/16	DOT02 (DOTTO GLASS INC)		12,556.00	.00	12,556.00	DOT02, 225051, PO #5641 R
	H6655	08/12/16	MTM01 (MEDICAL TRANSPORTATION MANAG		3,136.00	.00	3,136.00	MTM01, MTM-112064 7/26-8/
	H6656	08/12/16	TX124 (LISA BALL)		30.60	.00	30.60	TX124, PARATAXI REIMBURSE
	H6657	08/12/16	TX125 (VIRGINIA RAUCH)		38.89	.00	38.89	TX125, PARATAXI REIMBURSE
	H6658	08/12/16	TAX72 (JUSTIN HART)		128.14	.00	128.14	TAX72, PARATAXI REIMBURSE
	H6659	08/12/16	TX123 (OLGA PRINZ)		74.80	.00	74.80	TX123, PARATAXI REIMBURSE
	H6660	08/12/16	TX113 (RODGER RAGER)		191.25	.00	191.25	TX113, PARATAXI REIMBURSE
	H6661	08/12/16	TAX67 (CHRISTEL RAGER)		154.70	.00	154.70	TAX67, PARATAXI REIMBURSE
	H6662	08/01/16	USB01 (U S BANK)		5,390.97	.00	5,390.97	USB01, JUN-16 US BANK CC
	H6663	08/26/16	CAL15 (CALTRONICS BUSINESS SYS)		706.39	.00	706.39	CAL15, 2076953, BIZHUB TH
	H6664	08/26/16	TRE01 (MICHAEL TREE)		751.20	.00	751.20	TRE01, AUG-16 REIMBURSE F
	H6665	08/26/16	SWA01 (ANGELA SWANSON)		168.68	.00	168.68	SWA01, AUG-2016 STAFF CAK
	H6666	08/26/16	DEL05 (ALLIED ADMIN/DELTA DENTAL)		2,205.94	.00	2,205.94	DEL05, SEPT-16 DENTAL INS
	H6667	08/26/16	PER03 (CAL PUB EMP RETIRE SYSTM)		33,725.34	.00	33,725.34	PER03, SEPT-16 HEALTH INS
	H6668	08/26/16	BAN03 (BANKCARD CENTER)		47.71	.00	47.71	BAN03, JULY-16 BOW CC STA
	H6669	08/26/16	PER01 (PERS)		3,037.57	.00	3,037.57	PER01, PERS NEW CONTRIBUT
	H6670	08/26/16	PER01 (PERS)		3,987.09	.00	3,987.09	PER01, PERS CLASSIC CONTR
	H6671	08/26/16	PER04 (CALPERS RETIREMENT SYSTEM)		916.63	.00	916.63	PER04, PERS 457 CONTRIBUT
	H6672	08/26/16	EFT01 (ELECTRONIC FUND TRANSFERS)		7,558.68	.00	7,558.68	EFT01, FEDERAL TAXES 7/29
	H6673	08/26/16	EMP01 (EMPLOYMENT DEVEL DEPT)		2,510.68	.00	2,510.68	EMP01, STATE TAXES 7/29-8
	H6674	08/26/16	DIR02 (DIRECT DEPOSIT OF PAYROLL CH		38,926.71	.00	38,926.71	DIR02, PR DIRECT DEPOSIT
	H6675	08/26/16	MER01 (MERCHANT SERVICES)		212.61	.00	212.61	MER01, JULY-16 TRANSIT CE
	H6676	08/26/16	MER01 (MERCHANT SERVICES)		233.94	.00	233.94	MER01, JULY-16 MOA CC FEE
	H6677	08/26/16	MVT01 (MV TRANSPORTATION, INC.)		337,810.88	.00	337,810.88	MVT01, 69936, AUG-16 2ND
	H6678	08/26/16	MTM01 (MEDICAL TRANSPORTATION MANAG		5,610.50	.00	5,610.50	MTM01, MTM-112066 8/10-8/
	H6679	08/26/16	STA13 (STAPLES CREDIT PLAN)		251.84	.00	251.84	STA13, AUG-16 STATEMENT C
	H6680	08/26/16	SHE05 (SHELL)		79.96	.00	79.96	SHE05, AUG-16 CC STATEMEN
	H6681	08/26/16	STA01 (STATE COMPENSATION FUND)		2,280.42	.00	2,280.42	STA01, SEPT-16 WORKER'S C
	H6682	08/26/16	SPE04 (STEVEN G. SPEDOWFSKI)		300.00	.00	300.00	SPE04, TRI VALLEY RAIL ST
	H6683	08/26/16	PER01 (PERS)		1,300.00	.00	1,300.00	PER01, 14811361, GASB-68
	H6684	08/26/16	ANA01 (KRISTEN ANAYA)		21.61	.00	21.61	ANA01, AUG-16 SURVEYING E
	H6685	08/26/16	BID01 (DON BIDDLE)		300.00	.00	300.00	BID01, AUG-16 BOD STIPEND
	H6686	08/26/16	BRO03 (KARLA SUE BROWN)		300.00	.00	300.00	BRO03, AUG-16 BOD STIPEND
	H6687	08/26/16	HAG01 (SCOTT HAGGERTY)		200.00	.00	200.00	HAG01, AUG-16 BOD STIPEND
	H6688	08/26/16	PEN01 (JERRY PENTIN)		100.00	.00	100.00	PEN01, AUG-16 BOD STIPEND
	H6689	08/26/16	SPE04 (STEVEN G. SPEDOWFSKI)		200.00	.00	200.00	SPE04, AUG-16 BOD STIPEND
	H6690	08/26/16	TUR01 (LAUREEN TURNER)		200.00	.00	200.00	TUR01, AUG-16 BOD STIPEND

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
08-16	H6691	08/26/16	VSP01 (VSP)		534.76	.00	534.76	VSP01, SEPT-16 VISION INS
	H6692	08/26/16	AME06 (AMERICAN FIDELITY ASSURANCE		336.35	.00	336.35	AME06, SEPT-16 SUPPLEMENT
	H6693	08/26/16	AME06 (AMERICAN FIDELITY ASSURANCE		1,105.80	.00	1,105.80	AME06, SEPT-16 FLEXIBLE S
	H6694	08/26/16	MUT01 (MUTUAL OF OMAHA)		1,126.14	.00	1,126.14	MUT01, SEPT-16 LTD & LIFE
	H6695	08/26/16	USB01 (U S BANK)		2,733.51	.00	2,733.51	USB01, JULY-16 CC STATEME
	H6696	08/26/16	TAX91 (VIVIAN MARIE MILLER)		126.44	.00	126.44	TAX91, PARATAXI REIMBURSE
	H6697	08/26/16	TX143 (KIM BRETOI)		199.75	.00	199.75	TX143, PARATAXI REIMBURSE
	H6698	08/26/16	TAX32 (SUE TSANG)		198.47	.00	198.47	TAX32, PARATAXI REIMBURSE
	H6699	08/26/16	TAX14 (KAREN ADAMS)		29.75	.00	29.75	TAX14, PARATAXI REIMBURSE
	H6700	08/26/16	TAX87 (DELORES M. POWLEY)		48.80	.00	48.80	TAX87, PARATAXI REIMBURSE
	H6701	08/26/16	TX123 (OLGA PRINZ)		106.04	.00	106.04	TX123, PARATAXI REIMBURSE
	H6702	08/26/16	TX161 (JYOTSNA MEHTA)		61.63	.00	61.63	TX161, PARATAXI REIMBURSE
	H6703	08/31/16	EMP01 (EMPLOYMENT DEVEL DEPT)		833.03	.00	833.03	EMP01, STATE TAXES 9/1/16
	H6704	08/31/16	PER04 (CALPERS RETIREMENT SYSTEM)		916.01	.00	916.01	PER04, PERS 457 CONTRIBUT
	H6705	08/31/16	EMP01 (EMPLOYMENT DEVEL DEPT)		2,518.16	.00	2,518.16	EMP01, STATE TAXES 8/12-8
	H6706	08/31/16	EFT01 (ELECTRONIC FUND TRANFERS)		2,878.15	.00	2,878.15	EFT01, FEDERAL TAXES 9/1/
	H6707	08/31/16	PER01 (PERS)		3,037.57	.00	3,037.57	PER01, PERS NEW CONTRIBUT
	H6708	08/31/16	PER01 (PERS)		4,167.86	.00	4,167.86	PER01, PERS CLASSIC CONTR
	H6709	08/31/16	EFT01 (ELECTRONIC FUND TRANFERS)		7,476.18	.00	7,476.18	EFT01, FEDERAL TAXES 8/12
	H6710	08/31/16	COR03 (JAN CORNISH)		57.24	.00	57.24	COR03, 8/26/16 MILEAGE RE
	H6711	08/31/16	PAC02 (PACIFIC GAS AND ELECTRIC)		153.18	.00	153.18	PAC02, 7649646868-7, DCOL
	H6712	08/31/16	CIT07 (CITY OF LIVERMORE - WATER)		26.65	.00	26.65	CIT07, 138432-00, ATLANTI
	H6713	08/31/16	CIT07 (CITY OF LIVERMORE - WATER)		43.88	.00	43.88	CIT07, 139399-00, ATLANTI
	H6714	08/31/16	CIT07 (CITY OF LIVERMORE - WATER)		63.27	.00	63.27	CIT07, 138430-01, ATLANTI
	H6715	08/31/16	CIT07 (CITY OF LIVERMORE - WATER)		69.90	.00	69.90	CIT07, 139361-00, ATLANTI
	H6716	08/31/16	CIT07 (CITY OF LIVERMORE - WATER)		72.15	.00	72.15	CIT07, 138431-00, ATLANTI
	H6717	08/31/16	CIT07 (CITY OF LIVERMORE - WATER)		138.45	.00	138.45	CIT07, 139388-00, BUS WAS
	019336	08/12/16	AIM01 (AIM TO PLEASE JANITORIAL SER		21,000.00	.00	21,000.00	Automatic Generated Check
	019337	08/12/16	AMP01 (AMP PRINTING INC.)		10,778.09	.00	10,778.09	Automatic Generated Check
	019338	08/12/16	AT&T (AT&T)		794.65	.00	794.65	Automatic Generated Check
	019339	08/12/16	BAY03 (BAY AREA NEWS GROUP)		563.40	.00	563.40	Automatic Generated Check
	019340	08/12/16	CAL05 (CALTEST LABS)		885.40	.00	885.40	Automatic Generated Check
	019341	08/12/16	CAL13 (CALIFORNIA TRANSIT)		15,207.06	.00	15,207.06	Automatic Generated Check
	019342	08/12/16	CHR02 (RONDAL MEUSER)		114.98	.00	114.98	Automatic Generated Check
	019343	08/12/16	CIT01 (CITY OF LIVERMORE)		1,356.45	.00	1,356.45	Automatic Generated Check
	019344	08/12/16	DAY02 (DAY & NIGHT PEST CONTROL)		218.00	.00	218.00	Automatic Generated Check
	019345	08/12/16	DIG01 (SAMEER SIRUGURI)		600.00	.00	600.00	Automatic Generated Check
	019346	08/12/16	EME01 (EMERALD LANDSCAPE CO INC)		1,155.00	.00	1,155.00	Automatic Generated Check
	019347	08/12/16	HAN01 (HANSON BRIDGETT MARCUS)		7,781.00	.00	7,781.00	Automatic Generated Check
	019348	08/12/16	HCD01 (HAMMERCRAFT CONSTRUCTION & D		5,400.00	.00	5,400.00	Automatic Generated Check
	019349	08/12/16	HOT01 (HOTSYPACIFIC)		999.20	.00	999.20	Automatic Generated Check
	019350	08/12/16	L&D01 (L&D PRINTING INC)		683.28	.00	683.28	Automatic Generated Check
	019351	08/12/16	LAG02 (LAS POSITAS COLLEGE)		1,155.00	.00	1,155.00	Automatic Generated Check
	019352	08/12/16	LIV10 (LIVERMORE SANITATION INC)		2,317.45	.00	2,317.45	Automatic Generated Check
	019353	08/12/16	OFF01 (OFFICE DEPOT)		384.91	.00	384.91	Automatic Generated Check
	019354	08/12/16	PLA02 (PLANETERIA MEDIA LLC)		200.00	.00	200.00	Automatic Generated Check
	019355	08/12/16	QUI01 (QUILL CORPORATION)		77.84	.00	77.84	Automatic Generated Check
	019356	08/12/16	SCF01 (SC FUELS)		13,054.71	.00	13,054.71	Automatic Generated Check
	019357	08/12/16	SEL00 (SELECT IMAGING)		328.50	.00	328.50	Automatic Generated Check
	019358	08/12/16	SHA02 (SHAMROCK OFFICE SOLUTIONS)		108.68	.00	108.68	Automatic Generated Check
	019359	08/12/16	SOL01 (SOLUTIONS FOR TRANSIT)		2,083.33	.00	2,083.33	Automatic Generated Check
	019360	08/12/16	SPO01 (SPORTWORKS NORTHWEST, INC)		14,770.00	.00	14,770.00	Automatic Generated Check
	019361	08/12/16	TAX83 (JUDITH BAAR)		14.88	.00	14.88	Automatic Generated Check
	019362	08/12/16	TCG01 (THE CREATIVE GROUP)		13,692.58	.00	13,692.58	Automatic Generated Check
	019363	08/12/16	TRC01 (TRC ENGINEERING SERVICES LLC		2,241.00	.00	2,241.00	Automatic Generated Check
	019364	08/12/16	TXI39 (ROBERT MONAGHAN)		468.50	.00	468.50	Automatic Generated Check
	019365	08/12/16	TXI58 (MARGARITA UMANSKAYA)		24.01	.00	24.01	Automatic Generated Check
	019366	08/12/16	TXI59 (ROSALIE PEREIRA)		34.45	.00	34.45	Automatic Generated Check
	019367	08/12/16	TXI60 (MARY ANNE HAUSER)		92.44	.00	92.44	Automatic Generated Check
	019368	08/12/16	UTC01 (UTC FIRE & SECURITY AMERI)		8,793.03	.00	8,793.03	Automatic Generated Check
	019369	08/12/16	ZUM01 (ZUMAR INDUSTRIES INC.)		1,440.23	.00	1,440.23	Automatic Generated Check
	019370	08/17/16	HCD01 (HAMMERCRAFT CONSTRUCTION & D		18,999.00	.00	18,999.00	Automatic Generated Check
	019371	08/26/16	AIM01 (AIM TO PLEASE JANITORIAL SER		5,589.34	.00	5,589.34	Automatic Generated Check
	019372	08/26/16	ALA02 (ALANCO EQUIPMENT)		241.43	.00	241.43	Automatic Generated Check
	019373	08/26/16	AMP01 (AMP PRINTING INC.)		5,504.83	.00	5,504.83	Automatic Generated Check
	019374	08/26/16	AT&T (AT&T)		801.95	.00	801.95	Automatic Generated Check
	019375	08/26/16	AVI01 (AMADOR VALLEY INDUSTRIES)		341.71	.00	341.71	Automatic Generated Check
	019376	08/26/16	BAY08 (BAY CITY ELECTRIC WORKS)		250.00	.00	250.00	Automatic Generated Check
	019377	08/26/16	CIT06 (CITY OF LIVERMORE SEWER)		191.66	.00	191.66	Automatic Generated Check
	019378	08/26/16	COR01 (CORBIN WILLITS SYSTEMS)		239.45	.00	239.45	Automatic Generated Check
	019379	08/26/16	DIR01 (DIRECT TV)		14.00	.00	14.00	Automatic Generated Check
	019380	08/26/16	FED01 (FedEx)		102.55	.00	102.55	Automatic Generated Check
	019381	08/26/16	GEN01 (GENTEC SERVICES, INC.)		850.00	.00	850.00	Automatic Generated Check
	019382	08/26/16	GEN05 (GENFARE)		3,500.00	.00	3,500.00	Automatic Generated Check
	019383	08/26/16	GET01 (GETTLER-RYAN INC.)		1,329.24	.00	1,329.24	Automatic Generated Check
	019384	08/26/16	IPC01 (IPC (USA) INC)		12,359.02	.00	12,359.02	Automatic Generated Check
	019385	08/26/16	JTH01 (J. THAYER COMPANY)		90.05	.00	90.05	Automatic Generated Check
	019386	08/26/16	LUM01 (LUMINATOR MASS TRANSIT LLC)		492.76	.00	492.76	Automatic Generated Check
	019387	08/26/16	MIG01 (MOORE IACOFANO GOLTSMAN)		1,442.50	.00	1,442.50	Automatic Generated Check
	019388	08/26/16	PAC11 (PACIFIC ENVIROMENTAL SERV)		240.00	.00	240.00	Automatic Generated Check
	019389	08/26/16	RHT01 (R.H. TINNEY, INC.)		935.00	.00	935.00	Automatic Generated Check
	019390	08/26/16	SAF01 (SAFETY-KLEEN SYSTEMS INC)		255.31	.00	255.31	Automatic Generated Check

REPORT.: Sep 15 16 Thursday
 RUN....: Sep 15 16 Time: 11:17
 Run By.: Daniel Zepeda

LAVTA
 Month End Cash Disbursements Report
 Prior Period Report for 08-16 BANK ACCOUNT 105

PAGE: 003
 ID #: PY-CD
 CTL.: WHE

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
08-16	019391	08/26/16	SCF01 (SC FUELS)		24,341.60	.00	24,341.60	Automatic Generated Check
	019392	08/26/16	SPE03 (SPECTRIO)		1,034.09	.00	1,034.09	Automatic Generated Check
	019393	08/26/16	TAX60 (ANNA FONG)		28.05	.00	28.05	Automatic Generated Check
	019394	08/26/16	TCG01 (THE CREATIVE GROUP)		13,995.72	.00	13,995.72	Automatic Generated Check
	019395	08/26/16	TOL06 (TOLAR MFR CO INC)		11,502.58	.00	11,502.58	Automatic Generated Check
	019396	08/26/16	TOM01 (TOM GREENE)		250.00	.00	250.00	Automatic Generated Check
	019397	08/26/16	TX160 (MARY ANNE HAUSER)		40.80	.00	40.80	Automatic Generated Check
	019398	08/26/16	UST01 (UST COMPLIANCE TESTING IN)		1,200.00	.00	1,200.00	Automatic Generated Check
	019399	08/26/16	WEL03 (WELLS SWEEPING)		377.00	.00	377.00	Automatic Generated Check
	019400	08/26/16	ZUM01 (ZUMAR INDUSTRIES INC.)		293.28	.00	293.28	Automatic Generated Check
Total for Bank Account 105 ----->					1,327,170.29	.00	1,327,170.29	
Grand Total of all Bank Accounts ----->					1,327,170.29	.00	1,327,170.29	

S T A F F R E P O R T

SUBJECT: Treasurer's Report for September 2016
 FROM: Tamara Edwards, Finance and Grants Manager
 DATE: November 7, 2016

Action Requested

Review and approve the LAVTA Treasurer's Report for September 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 September 1, 2016	\$13,253,793.15
Payments made	\$14,454,057.40
Deposits made	\$12,922,363.23
Ending balance September 30, 2016	\$11,722,098.98

Farebox account activity (106):

Beginning balance September 1, 2016	\$76,055.83
Deposits made	\$70,941.90
Ending balance September 30, 2016	\$146,997.73

LAIF investment account activity (135):

Beginning balance September 1, 2016	\$658,214.33
Ending balance September 30, 2016	\$658,214.33

Operating Expenditures Summary:

As this is the third 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 25%. The agency is at 23.91% overall.

Operating Revenues Summary:

While expenses are at 23.91%, revenues are at 58.3%, providing for a healthy cash flow.

Recommendation

The Finance and Administration Committee recommends approval of the September 2016 Treasurer's Report.

Attachments:

1. September 2016 Treasurer's Report

Approved: _____

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

ASSETS:

101 PETTY CASH	200	
102 TICKET SALES CHANGE	240	
105 CASH - GENERAL CHECKING	11,722,099	
106 CASH - FIXED ROUTE ACCOUNT	146,998	
107 Clipper Cash	415,172	
120 ACCOUNTS RECEIVABLE	417,501	
135 INVESTMENTS - LAIF	660,303	
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		56,171,439

LIABILITIES:

205 ACCOUNTS PAYABLE	373,850	
211 PRE-PAID REVENUE	1,599,529	
21101 Clipper to be distributed	361,957	
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	7,399	
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	102,313	
23102 UNEMPLOYMENT RESERVE	20,000	
TOTAL LIABILITIES		3,201,739

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	4,654,537	
TOTAL FUND BALANCE		52,969,700
TOTAL LIABILITIES & FUND BALANCE		56,171,438

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

ACCOUNT	DESCRIPTION	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
4010100	Fixed Route Passenger Fares	1,548,670	119,619	307,604	1,241,066	19.9%
4020000	Business Park Revenues	191,030	14,949	29,897	161,133	15.7%
4020500	Special Contract Fares	171,286	0	0	171,286	0.0%
4020500	Special Contract Fares - Paratransit	37,000	3,167	3,167	33,833	8.6%
4010200	Paratransit Passenger Fares	205,968	32,470	58,748	147,220	28.5%
4060100	Concessions	44,135	4,956	11,331	32,804	25.7%
4060300	Advertising Revenue	95,000	9,950	23,290	71,710	24.5%
4070400	Miscellaneous Revenue-Interest	4,500	0	0	4,500	0.0%
4070300	Non transportation revenue	91,733	11,837	15,837	75,896	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	13,213	13,213	71,111	15.7%
4099200	TDA Article 4.5 - Paratransit	123,457	19,334	19,334	104,123	15.7%
4099600	Bridge Toll- RM2	580,836	48,403	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	0	0	84,517	0.0%
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	88,719	88,719	795,971	10.0%
4640100	Measure B Paratransit Funds-Paratransit	167,445	16,792	16,792	150,653	10.0%
4640200	Measure BB Paratransit Funds-Fixed Route	660,528	66,536	66,536	593,992	10.1%
4640200	Measure BB Paratransit Funds-Paratransit	283,285	28,536	28,536	254,749	10.1%
TOTAL REVENUE		17,433,890	478,479	10,165,169	7,268,721	58.3%

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

	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
501 02 Salaries and Wages	\$1,381,056	\$160,243	\$372,129	\$1,008,927	26.95%
502 00 Personnel Benefits	\$815,347	\$53,818	\$217,848	\$597,499	26.72%
503 00 Professional Services	\$699,156	\$43,380	\$90,025	\$609,131	12.88%
503 05 Non-Vehicle Maintenance	\$574,029	\$9,649	\$203,812	\$370,217	35.51%
503 99 Communications	\$10,500	\$582	\$677	\$9,823	6.45%
504 01 Fuel and Lubricants	\$1,231,310	\$63,485	\$149,290	\$1,082,020	12.12%
504 03 Non contracted vehicle maintenance	\$15,000	\$0	\$0	\$15,000	0.00%
504 99 Office/Operating Supplies	\$50,500	\$1,301	\$3,141	\$47,359	6.22%
504 99 Printing	\$60,000	\$20,181	\$26,459	\$33,541	44.10%
505 00 Utilities	\$266,900	\$18,357	\$38,396	\$228,504	14.39%
506 00 Insurance	\$590,936	\$2,780	\$389,774	\$201,162	65.96%
507 99 Taxes and Fees	\$152,000	\$6,151	\$14,446	\$137,554	9.50%
508 01 Purchased Transportation Fixed Route	\$9,018,334	\$727,826	\$2,191,676	\$6,830,288	24.30%
2-508 02 Purchased Transportation Paratransit	\$2,102,600	\$138,490	\$413,167	\$1,689,433	19.65%
508 03 Purchased Transportation Paratransit	\$100,000	\$0	\$0	\$100,000	0.00%
509 00 Miscellaneous	\$126,504	\$12,110	\$39,067	\$86,404	30.88%
509 02 Professional Development	\$39,718	\$322	\$1,742	\$37,976	4.39%
509 08 Advertising	\$190,000	\$2,020	\$14,752	\$175,248	7.76%
TOTAL	\$17,423,890	\$1,260,695	\$4,166,401	\$13,260,087	23.91%

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

ACCOUNT	DESCRIPTON	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	12,012,425	12,012,425	302,780	97.54%
TOTAL REVENUE		19,485,888	12,012,425	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:
September 30, 2016

ACCOUNT	DESCRIPTON	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	4,378	4,378	246,746	1.74%
5550207	New MOA Facility (Satelite Facility)	-	0	3,500	(3,500)	#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	4,896	5,459	14,541	27.30%
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	26,133	857,591	2.96%
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	13,214,516	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	13,223,790	15,631,012	3,854,876	80.22%
FUND BALANCE (CAPITAL)		0.00	(1,211,365)	(1,286,526)		
FUND BALANCE (CAPTIAL & OPERATING)		0.00	(1,993,217)	4,714,839		

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

www.treasurer.ca.gov/pmia-laif/laif.asp
October 03, 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

September 2016 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	657,465.73
Total Withdrawal:	0.00	Ending Balance:	657,465.73

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
09-16	H6718	09/09/16	CAL04 (CALIFORNIA WATER SERVICE)		36.39	.00	36.39	CAL04, 3616555555, TC WAF
	H6719	09/09/16	CAL04 (CALIFORNIA WATER SERVICE)		85.48	.00	85.48	CAL04, 5755555555, CONTRA
	H6720	09/09/16	CAL04 (CALIFORNIA WATER SERVICE)		85.48	.00	85.48	CAL04, 4755555555, MOA FI
	H6721	09/09/16	PAC02 (PACIFIC GAS AND ELECTRIC)		1,771.62	.00	1,771.62	PAC02, 6062256368-6, ATLA
	H6722	09/09/16	PAC02 (PACIFIC GAS AND ELECTRIC)		546.64	.00	546.64	PAC02, 7264840356-5, RAPI
	H6723	09/09/16	PAC02 (PACIFIC GAS AND ELECTRIC)		8,214.43	.00	8,214.43	PAC02, 5809326332-3, MOA
	H6724	09/15/16	MVT01 (MV TRANSPORCATION, INC.)		337,810.88	.00	337,810.88	MVT01, 70781, SEPT-16 1ST
	H6725	09/09/16	EMP01 (EMPLOYMENT DEVEL DEPT)		2.88	.00	2.88	EMP01, STATE TAXES 9/2/16
	H6726	09/09/16	EFT01 (ELECTRONIC FUND TRANSFERS)		48.96	.00	48.96	EFT01, FEDERAL TAXES 9/2/
	H6727	09/02/16	DIR02 (DIRECT DEPOSIT OF PAYROLL CH		38,321.30	.00	38,321.30	DIR02, PR DIRECT DEPOSIT
	H6728	09/09/16	CAL04 (CALIFORNIA WATER SERVICE)		481.94	.00	481.94	CAL04, 0198655555, BUS WA
	H6729	09/09/16	CAL04 (CALIFORNIA WATER SERVICE)		475.98	.00	475.98	CAL04, 9098655555, MOA WA
	H6730	09/09/16	CAL04 (CALIFORNIA WATER SERVICE)		64.11	.00	64.11	CAL04, 2575555555, TC FIR
	H6731	09/09/16	PAC02 (PACIFIC GAS AND ELECTRIC)		277.91	.00	277.91	PAC02, 9007202117-4, MOA
	H6732	09/09/16	PAC02 (PACIFIC GAS AND ELECTRIC)		714.57	.00	714.57	PAC02, 9800031052-8, TRAN
	H6733	09/09/16	PAC01 (AT&T)		354.19	.00	354.19	PAC01,ACCT #436-951-0106,
	H6734	09/09/16	PAC01 (AT&T)		147.54	.00	147.54	PAC01,ACCT #925-243-9029,
	H6735	09/09/16	PAC01 (AT&T)		33.29	.00	33.29	PAC01,ACCT #232-351-6260,
	H6736	09/09/16	SWA01 (ANGELA SWANSON)		381.42	.00	381.42	SWA01, 9/1/16 JAN CORNISH
	H6737	09/09/16	MOC01 (DENNIS MOCHON)		130.68	.00	130.68	MOC01, AUG-16 TRAVEL REIM
	H6738	09/09/16	WEG01 (CHRISTY WEGENER)		81.08	.00	81.08	WEG01, AUG-16 TRAVEL REIM
	H6739	09/09/16	MTM01 (MEDICAL TRANSPORTATION MANAG		742.00	.00	742.00	MTM01, MTM-112067, 8/24-3
	H6740	09/09/16	MTM01 (MEDICAL TRANSPORTATION MANAG		116,634.13	.00	116,634.13	MTM01, JULY-16 MONTHLY S
	H6741	09/09/16	MVT01 (MV TRANSPORCATION, INC.)		35,896.46	.00	35,896.46	MVT01, 70034, JULY-16 FTX
	H6742	09/09/16	VER01 (VERIZON WIRELESS)		190.82	.00	190.82	VER01, 9770815651, AUG-16
	H6743	09/09/16	INT05 (INTERSTATE OIL COMPANY)		12,461.50	.00	12,461.50	INT05, D798FGR-IN, 7/29/1
	H6744	09/09/16	TAX72 (JUSTIN HART)		187.85	.00	187.85	TAX72, PARATAXI REIMBURSE
	H6745	09/09/16	TX161 (JYOTSNA MEHTA)		69.06	.00	69.06	TX161, PARATAXI REIMBURSE
	H6746	09/09/16	TX124 (LISA BALL)		10.20	.00	10.20	TX124, PARATAXI REIMBURSE
	H6747	09/09/16	TX113 (RODGER RAGER)		192.10	.00	192.10	TX113, PARATAXI REIMBURSE
	H6748	09/09/16	TAX67 (CHRISTEL RAGER)		200.60	.00	200.60	TAX67, PARATAXI REIMBURSE
	H6749	09/23/16	TAX91 (VIVIAN MARIE MILLER)		131.96	.00	131.96	TAX91, PARATAXI REIMBURSE
	H6750	09/23/16	TAX14 (KAREN ADAMS)		30.81	.00	30.81	TAX14, PARATAXI REIMBURSE
	H6751	09/23/16	DEL05 (ALLIED ADMIN/DELTA DENTAL)		2,145.43	.00	2,145.43	DEL05, OCT-16 DENTAL INSD
	H6752	09/23/16	PER03 (CAL PUB EMP RETIRE SYSTM)		33,725.34	.00	33,725.34	PER03, OCT-16 HEALTH BENE
	H6753	09/23/16	MUT01 (MUTUAL OF OMAHA)		1,022.89	.00	1,022.89	MUT01, OCT-16 LIFE & LTD
	H6754	09/23/16	EFT01 (ELECTRONIC FUND TRANSFERS)		137.30	.00	137.30	EFT01, FEDERAL TAXES 9/20
	H6755	09/23/16	EMP01 (EMPLOYMENT DEVEL DEPT)		8.24	.00	8.24	EMP01, STATE TAX 9/20/16-
	H6756	09/23/16	AME06 (AMERICAN FIDELITY ASSURANCE		939.14	.00	939.14	AME06, OCT-16 FLEXIBLE SP
	H6757	09/23/16	AME06 (AMERICAN FIDELITY ASSURANCE		152.64	.00	152.64	AME06, OCT-16 SUPPLEMENTA
	H6758	09/23/16	PER01 (PERS)		3,624.66	.00	3,624.66	PER01, PERS CLASSIC CONTR
	H6759	09/23/16	PER01 (PERS)		3,037.57	.00	3,037.57	PER01, PERS NEW CONTRIBU
	H6760	09/23/16	PER04 (CALPERS RETIREMENT SYSTEM)		916.63	.00	916.63	PER04, PERS 457 CONTRIBU
	H6761	09/23/16	EMP01 (EMPLOYMENT DEVEL DEPT)		2,247.34	.00	2,247.34	EMP01, STATE TAX 8/26-9/9
	H6762	09/23/16	EFT01 (ELECTRONIC FUND TRANSFERS)		6,682.09	.00	6,682.09	EFT01, FEDERAL TAX 8/26-9
	H6763	09/23/16	DIR02 (DIRECT DEPOSIT OF PAYROLL CH		35,589.23	.00	35,589.23	DIR02, PR DIRECT DEPOSIT
	H6764	09/23/16	OAK01 (OAKS BUSINESS PK OWNERS)		2,165.00	.00	2,165.00	OAK01, 2016 4TH QTR BUSIN
	H6765	09/23/16	STA13 (STAPLES CREDIT PLAN)		226.04	.00	226.04	STA13, SEPT-16 STATEMENT
	H6766	09/23/16	MVT01 (MV TRANSPORCATION, INC.)		337,810.88	.00	337,810.88	MVT01, 70782, SEPT-16 2ND
	H6767	09/23/16	SHE05 (SHELL)		63.03	.00	63.03	SHE05, SEPT-16 CC STATEME
	H6768	09/23/16	STA01 (STATE COMPENSATION FUND)		2,280.38	.00	2,280.38	STA01, OCT-16 WORKER'S CO
	H6769	09/23/16	KUL01 (KADRI KULM)		19.00	.00	19.00	KUL01, SEPT-16 PARKING RE
	H6770	09/23/16	CAL15 (CALTRONICS BUSINESS SYS)		642.75	.00	642.75	CAL15, 2095280, BIZHUB TH
	H6771	09/23/16	CAL04 (CALIFORNIA WATER SERVICE)		1,039.80	.00	1,039.80	CAL04, 4616555555, TC IRR
	H6772	09/30/16	BID01 (DON BIDDLE)		200.00	.00	200.00	BID01, SEPT-16 BOD STIPEN
	H6773	09/30/16	BRO03 (KARLA SUE BROWN)		200.00	.00	200.00	BRO03, SEPT-16 BOD STIPEN
	H6774	09/30/16	HAG01 (SCOTT HAGGERTY)		200.00	.00	200.00	HAG01, SEPT-16 BOD STIPEN
	H6775	09/30/16	HAU01 (DAVID HAUBERT)		200.00	.00	200.00	HAU01, SEPT-16 BOD STIPEN
	H6776	09/30/16	PEN01 (JERRY PENTIN)		100.00	.00	100.00	PEN01, SEPT-16 BOD STIPEN
	H6777	09/30/16	SPE04 (STEVEN G. SPEDOWFSKI)		200.00	.00	200.00	SPE04, SEPT-16 BOD STIPEN
	H6778	09/30/16	TUR01 (LAUREEN TURNER)		100.00	.00	100.00	TUR01, SEPT-16 BOD STIPEN
	H6779	09/30/16	VSP01 (VSP)		515.91	.00	515.91	VSP01, OCT-16 VISION INSD
	H6780	09/30/16	DIR02 (DIRECT DEPOSIT OF PAYROLL CH		35,407.01	.00	35,407.01	DIR02, PR DIRECT DEPOSIT
	H6781	09/30/16	EFT01 (ELECTRONIC FUND TRANSFERS)		6,555.79	.00	6,555.79	EFT01, FEDERAL TAX 9/9-9/
	H6782	09/30/16	PER01 (PERS)		3,624.62	.00	3,624.62	PER01, PERS CLASSIC CONTR
	H6783	09/30/16	PER01 (PERS)		3,037.57	.00	3,037.57	PER01, PERS NEW CONTRIBU
	H6784	09/30/16	EMP01 (EMPLOYMENT DEVEL DEPT)		2,246.79	.00	2,246.79	EMP01, STATE TAX 9/9-9/23
	H6785	09/30/16	PER04 (CALPERS RETIREMENT SYSTEM)		916.01	.00	916.01	PER04, PERS 457 CONTRIBU
	H6786	09/30/16	MER01 (MERCHANT SERVICES)		147.82	.00	147.82	MER01, AUG-16 TC CC FEES
	H6787	09/30/16	MER01 (MERCHANT SERVICES)		164.85	.00	164.85	MER01, AUG-16 MOA CC FEES
	H6788	09/30/16	SWA01 (ANGELA SWANSON)		28.48	.00	28.48	SWA01, SEPT-16 BIRTHDAY P
	H6789	09/30/16	BAN03 (BANKCARD CENTER)		942.31	.00	942.31	BAN03, AUG-16 MICHAEL CC
	H6790	09/30/16	USB01 (U S BANK)		2,673.33	.00	2,673.33	USB01, AUG-16 US BANK CC
	H6791	09/30/16	VOID (Voided Check)		.00	.00	.00	BAN03, AUG-16 CC STATEMENT
	019401	09/08/16	GIL01 (GILLIG LLC)		2,332,060.65	.00	2,332,060.65	Automatic Generated Check
	019402	09/09/16	ARM01 (LEO LAM INC)		5,555.47	.00	5,555.47	Automatic Generated Check
	019403	09/09/16	ATT02 (AT&T)		276.98	.00	276.98	Automatic Generated Check
	019404	09/09/16	ATT03 (AT&T)		896.46	.00	896.46	Automatic Generated Check
	019405	09/09/16	AVI01 (AMADOR VALLEY INDUSTRIES)		341.71	.00	341.71	Automatic Generated Check
	019406	09/09/16	BAR02 (SF BAY AREA RAPID TRA DIS)		3,118.50	.00	3,118.50	Automatic Generated Check
	019407	09/09/16	DAY02 (DAY & NIGHT PEST CONTROL)		218.00	.00	218.00	Automatic Generated Check
	019408	09/09/16	EME01 (EMERALD LANDSCAPE CO INC)		1,155.00	.00	1,155.00	Automatic Generated Check

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
09-16	019409	09/09/16	GAR03 (SONIA GARCIA)		52.70	.00	52.70	Automatic Generated Check
	019410	09/09/16	IND01 (THE INDEPENDENT)		1,485.72	.00	1,485.72	Automatic Generated Check
	019411	09/09/16	JTH01 (J. THAYER COMPANY)		90.05	.00	90.05	Automatic Generated Check
	019412	09/09/16	KKI01 (ALPHA MEDIA II LLC)		9,220.00	.00	9,220.00	Automatic Generated Check
	019413	09/09/16	LIV10 (LIVERMORE SANITATION INC)		2,317.45	.00	2,317.45	Automatic Generated Check
	019414	09/09/16	OFF01 (OFFICE DEPOT)		253.75	.00	253.75	Automatic Generated Check
	019415	09/09/16	PAV01 (PAVLOV ADVERTISING LLC)		17,720.00	.00	17,720.00	Automatic Generated Check
	019416	09/09/16	PLE07 (PLEASANTON WEEKLY)		1,629.00	.00	1,629.00	Automatic Generated Check
	019417	09/09/16	QUI01 (QUILL CORPORATION)		66.94	.00	66.94	Automatic Generated Check
	019418	09/09/16	REE02 (CORINE REED)		18.50	.00	18.50	Automatic Generated Check
	019419	09/09/16	SAF01 (SAFETY-KLEEN SYSTEMS INC)		777.38	.00	777.38	Automatic Generated Check
	019420	09/09/16	SCF01 (SC FUELS)		28,187.30	.00	28,187.30	Automatic Generated Check
	019421	09/09/16	SPO01 (SPORTWORKS NORTHWEST, INC)		15,987.50	.00	15,987.50	Automatic Generated Check
	019422	09/09/16	TCG01 (THE CREATIVE GROUP)		12,824.90	.00	12,824.90	Automatic Generated Check
	019423	09/09/16	TXI41 (ELIZABETH O'CONNOR)		40.00	.00	40.00	Automatic Generated Check
	019424	09/09/16	TXI56 (YVONNE BRETOI)		62.05	.00	62.05	Automatic Generated Check
	019425	09/09/16	TXI62 (SANDRA LANGLOTZ)		215.71	.00	215.71	Automatic Generated Check
	019426	09/09/16	UTC01 (UTC FIRE & SECURITY AMERI)		3,200.00	.00	3,200.00	Automatic Generated Check
	019427	09/23/16	AGM01 (LEO LAM INC)		3,564.39	.00	3,564.39	Automatic Generated Check
	019428	09/23/16	AIM01 (AIM TO PLEASE JANITORIAL SER		2,811.19	.00	2,811.19	Automatic Generated Check
	019429	09/23/16	ATF02 (AT&T)		790.70	.00	790.70	Automatic Generated Check
	019430	09/23/16	CAL13 (CALIFORNIA TRANSIT)		25,316.09	.00	25,316.09	Automatic Generated Check
	019431	09/23/16	COR01 (CORBIN WILLITS SYSTEMS)		239.45	.00	239.45	Automatic Generated Check
	019432	09/23/16	DIR01 (DIRECT TV)		14.00	.00	14.00	Automatic Generated Check
	019433	09/23/16	EME01 (EMERALD LANDSCAPE CO INC)		500.00	.00	500.00	Automatic Generated Check
	019434	09/23/16	FED01 (FedEx)		101.22	.00	101.22	Automatic Generated Check
	019435	09/23/16	GEN05 (GENFARE)		4,377.81	.00	4,377.81	Automatic Generated Check
	019436	09/23/16	GET01 (GETTLER-RYAN INC.)		282.43	.00	282.43	Automatic Generated Check
	019437	09/23/16	MET01 (METROPOLITAN TRANSPORT-)		5,458.33	.00	5,458.33	Automatic Generated Check
	019438	09/23/16	MTM01 (MEDICAL TRANSPORTATION MANAG		2,000.00	.00	2,000.00	Automatic Generated Check
	019439	09/23/16	OFF01 (OFFICE DEPOT)		363.24	.00	363.24	Automatic Generated Check
	019440	09/23/16	PAC11 (PACIFIC ENVIRONMENTAL SERV)		240.00	.00	240.00	Automatic Generated Check
	019441	09/23/16	RSE01 (R & S ERECTION)		324.00	.00	324.00	Automatic Generated Check
	019442	09/23/16	SCF01 (SC FUELS)		27,609.71	.00	27,609.71	Automatic Generated Check
	019443	09/23/16	SHA02 (SHAMROCK OFFICE SOLUTIONS)		84.13	.00	84.13	Automatic Generated Check
	019444	09/23/16	SOL01 (SOLUTIONS FOR TRANSIT)		2,083.33	.00	2,083.33	Automatic Generated Check
	019445	09/23/16	STA17 (STANLEY ACCESS TECHNOLOGIES)		4,896.00	.00	4,896.00	Automatic Generated Check
	019446	09/23/16	TCG01 (THE CREATIVE GROUP)		11,280.38	.00	11,280.38	Automatic Generated Check
	019447	09/26/16	GIL01 (GILLIG LLC)		10,866,468.00	.00	10,866,468.00	Automatic Generated Check
Total for Bank Account 105 ----->					14,445,326.25	.00	14,445,326.25	
Grand Total of all Bank Accounts ----->					14,445,326.25	.00	14,445,326.25	

LAVTA
 Month End Payable Activity Report
 Prior Period Report for 09-16

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
09-16	A&M01 (LEO LAM INC)	129547	08/29/16	09/28/16	A	476.44	A&M01, 129547, PO #5839 TC MULTI DISPLAYS
		129673	08/30/16	09/29/16	A	4737.76	A&M01, 129673, PO #5783 WHEELS STREET INSECT
		129674	08/30/16	09/29/16	A	341.27	A&M01, 129674, PO #5843 LAS POSITAS EASY P&S
		130075	09/14/16	10/14/16	A	718.22	A&M01, 130075, PO #5864 FARES & POLICY BROCH
		130148	09/15/16	10/15/16	A	1496.06	A&M01, 130148, PO #5864 10R & 3CR TIMETABLES
		130168	09/15/16	10/15/16	A	1178.44	A&M01, 130168, PO #5870 580X DIRECT MAILER
		130206	09/19/16	10/19/16	A	171.67	A&M01, 130206, PO #5873 REPLENISH OFFICE LETT
		Vendor's Total ----->				9119.86	
09-16	AIM01 (AIM TO PLEASE JANITORIAL SE12-AUG-16)		08/25/16	09/24/16	A	2811.19	AIM01, AUG-16 MONTHLY JANITORIAL SERVICE
09-16	AME06 (AMERICAN FIDELITY ASSURANCE)	FSA10-16H	08/30/16	09/29/16	A	939.14	AME06, OCT-16 FLEXIBLE SPENDING ACCT
		SUP10-16H	09/17/16	10/17/16	A	152.64	AME06, OCT-16 SUPPLEMENTAL INSURANCE
		Vendor's Total ----->				1091.78	
09-16	ATT02 (AT&T)	8456573	08/13/16	09/12/16	A	276.98	ATT02, 8456573, PAYER #9391035693, 7/13-8/12
		8609903	09/13/16	10/13/16	A	790.70	ATT02, 8609903, PAYER #9391035694 8/13-9/12/
		Vendor's Total ----->				1067.68	
09-16	ATT03 (AT&T)	193963303	08/19/16	09/18/16	A	896.46	ATT03, 1193963303, AUG-16 INTERNET PRI
09-16	AVI01 (AMADOR VALLEY INDUSTRIES)	574669	08/31/16	09/30/16	A	341.71	AVI01, 574669, AUG-16 GARBAGE PICK UP SERVIC
09-16	BAN03 (BANKCARD CENTER)		AUG-16H	09/30/16	10/30/16	.00	BAN03, AUG-16 CC STATMENT CORRECTION
			AUG-2016MH	08/28/16	09/27/16	942.31	BAN03, AUG-16 MICHAEL CC STATMENT BOW
		Vendor's Total ----->				942.31	
09-16	BAR02 (SF BAY AREA RAPID TRA DIS)	20160908	09/08/16	10/08/16	A	3118.50	BAR02, 9/8/16, 202 GREEN & 148 RED TICKETS
09-16	BID01 (DON BIDDLE)	SEPT-2016H	09/30/16	10/30/16	A	200.00	BID01, SEPT-16 BOD STIPEND
09-16	BRO03 (KARLA SUE BROWN)	SEPT-2016H	09/30/16	10/30/16	A	200.00	BRO03, SEPT-16 BOD STIPEND
09-16	CAL04 (CALIFORNIA WATER SERVICE)	198081716H	08/17/16	09/16/16	A	481.94	CAL04, 0198655555, BUS WASH 7/19-8/16/16
		257083116H	08/31/16	09/30/16	A	64.11	CAL04, 2575555555, TC FIRE 9/1-9/30/16
		361090116H	09/01/16	10/01/16	A	36.39	CAL04, 3616555555, TC WATER 7/30-8/31/16
		461090216H	09/02/16	10/02/16	A	1039.80	CAL04, 4616555555, TC IRRG. 7/30-8/31/16
		475083116H	08/31/16	09/30/16	A	85.48	CAL04, 4755555555, MOA FIRE 9/1-9/30/16
		575083116H	08/31/16	09/30/16	A	85.48	CAL04, 5755555555, CONTRACTOR FIRE 9/1-9/30/16
		909081716H	08/17/16	09/16/16	A	475.98	CAL04, 9098655555, MOA WATER 7/19-8/16/16
		Vendor's Total ----->				2269.18	
09-16	CAL13 (CALIFORNIA TRANSIT)	062016AUG	09/22/16	10/22/16	A	25316.09	CAL13, 06-2016-AUG, INSURANCE CLAIMS
09-16	CAL15 (CALTRONICS BUSINESS SYS)	2095280H	09/12/16	10/12/16	A	642.75	CAL15, 2095280, BIZHUB THRU 9/7/16
09-16	COR01 (CORBIN WILLITS SYSTEMS)	B609151	09/15/16	10/15/16	A	239.45	COR01, B609151, SEPT-16 SERVICE
09-16	DAY02 (DAY & NIGHT PEST CONTROL)	116695	08/26/16	09/25/16	A	218.00	DAY02, 116695, 8/26/16 RUTAN SERVICE
09-16	DEL05 (ALLIED ADMIN/DELTA DENTAL)	OCT-2016H	09/06/16	10/06/16	A	2145.43	DEL05, OCT-16 DENTAL INSURANCE
09-16	DIR01 (DIRECT TV)	450434408	09/11/16	10/11/16	A	14.00	DIR01, 29450434408, SEPT-16 SERVICE
09-16	DIR02 (DIRECT DEPOSIT OF PAYROLL C	20160826H	08/26/16	09/25/16	A	38321.30	DIR02, PR DIRECT DEPOSIT 8/12-8/26/16
		20160909H	09/15/16	10/15/16	A	35589.23	DIR02, PR DIRECT DEPOSIT 8/26-9/9/16
		20160923H	09/30/16	10/30/16	A	35407.01	DIR02, PR DIRECT DEPOSIT 9/9-9/23/16
		Vendor's Total ----->				109317.54	

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
09-16	EFT01 (ELECTRONIC FUND TRANSFERS)	20160909H	09/15/16	10/15/16	A	6682.09	EFT01, FEDERAL TAX 8/26-9/9/16
		20160923H	09/30/16	10/30/16	A	6555.79	EFT01, FEDERAL TAX 9/9-9/23/16
		20160902FH	08/31/16	09/30/16	A	48.96	EFT01, FEDERAL TAXES 9/2/16-SONIA GARCIA FIN
		20160920FH	09/20/16	10/20/16	A	137.30	EFT01, FEDERAL TAXES 9/20/16 KRISTEN A. FINA
		Vendor's Total ----->				13424.14	
09-16	EME01 (EMERALD LANDSCAPE CO INC)	285662	06/30/16	07/30/16	A	500.00	EME01, 285662, PO #5731 ATLANTIS IRRG. REPAI
		287568	09/01/16	10/01/16	A	1155.00	EME01, 287568, SEPT-16 LANDSCAPING SERVICE
		Vendor's Total ----->				1655.00	
09-16	EMP01 (EMPLOYMENT DEVEL DEPT)	20160909H	09/15/16	10/15/16	A	2247.34	EMP01, STATE TAX 8/26-9/9/16
		20160923H	09/30/16	10/30/16	A	2246.79	EMP01, STATE TAX 9/9-9/23/16
		20160902FH	08/31/16	09/30/16	A	2.88	EMP01, STATE TAXES 9/2/16-SONIA GARCIA FINAL
		20160920FH	09/20/16	10/20/16	A	3.24	EMP01, STATE TAX 9/20/16-KRISTEN A. FINAL PA
		Vendor's Total ----->				4505.25	
09-16	FED01 (FedEx)	554742644	09/16/16	10/16/16	A	101.22	FED01, 554742644, SEPT-16 STATEMENT
09-16	GAR03 (SONIA GARCIA)	9-1-2016	09/01/16	10/01/16	A	52.70	GAR03, 7/29-8/5/16 TRAVEL REIMBURSE
09-16	GEN05 (GENFARE)	90108604	09/01/16	10/01/16	A	4377.81	GEN05, 90108604, PO #5862 PROBE REPLACEMENTS
09-16	GET01 (GETTLER-RYAN INC.)	59240	09/09/16	10/09/16	A	282.43	GET01, 59240, PO #5874 REPLACE CAPACITOR FUEL
09-16	GIL01 (GILLIG LLC)	60254	07/06/16	08/05/16	A	777353.55	GIL01, 60254, BUS #1604, 35' ELECTRIC HYBRID
		60255	07/07/16	08/06/16	A	777353.55	GIL01, 60255, BUS #1605, 35' ELECTRIC HYBRID
		60256	07/08/16	08/07/16	A	777353.55	GIL01, 60256, BUS #1606, 35' ELECTRIC HYBRID
		60257	07/08/16	08/07/16	A	777353.55	GIL01, 60257, BUS #1607, 35' ELECTRIC HYBRID
		60258	07/12/16	08/11/16	A	769144.61	GIL01, 60258, BUS #1608, 35' ELECTRIC HYBRID
		60259	07/13/16	08/12/16	A	769144.61	GIL01, 60259, BUS #1609, 35' ELECTRIC HYBRID
		60260	07/14/16	08/13/16	A	769144.61	GIL01, 60260, BUS #1610, 35' ELECTRIC HYBRID
		60261	07/15/16	08/14/16	A	774747.72	GIL01, 60261, BUS #1611, 40' ELECTRIC HYBRID
		60262	07/18/16	08/17/16	A	774747.72	GIL01, 60262, BUS #1612, 40' ELECTRIC HYBRID
		60263	07/20/16	08/19/16	A	774747.72	GIL01, 60263, BUS #1613, 40' ELECTRIC HYBRID
		60264	07/27/16	08/26/16	A	774747.72	GIL01, 60264, BUS #1614, 40' ELECTRIC HYBRID
		60265	07/27/16	08/26/16	A	780448.29	GIL01, 60265, BUS #1615, 40' ELECTRIC HYBRID
		60266	07/27/16	08/26/16	A	780448.29	GIL01, 60266, BUS #1616, 40' ELECTRIC HYBRID
		60267	07/27/16	08/26/16	A	780448.29	GIL01, 60267, BUS #1617, 40' ELECTRIC HYBRID
		60268	07/27/16	08/26/16	A	780448.29	GIL01, 60268, BUS #1618, 40' ELECTRIC HYBRID
		60269	07/27/16	08/26/16	A	780448.29	GIL01, 60269, BUS #1619, 40' ELECTRIC HYBRID
		60270	07/28/16	08/27/16	A	780448.29	GIL01, 60270, BUS #1620, 40' ELECTRIC HYBRID
		Vendor's Total ----->				13198528.65	
09-16	HAG01 (SCOTT HAGGERTY)	SEPT-2016H	09/30/16	10/30/16	A	200.00	HAG01, SEPT-16 BOD STIPEND
09-16	HAU01 (DAVID HAUBERT)	SEPT-2016H	09/30/16	10/30/16	A	200.00	HAU01, SEPT-16 BOD STIPEND
09-16	IND01 (THE INDEPENDENT)	37065	08/31/16	09/30/16	A	1485.72	IND01, 37065, PO #5818 SERVICE CHANGE ADS 8/1
09-16	INT05 (INTERSTATE OIL COMPANY)	D798FGRINH	07/28/16	08/27/16	A	12461.50	INT05, D798FGR-IN, 7/28/16 FUEL DELIVERY
09-16	JTH01 (J. THAYER COMPANY)	1075406-0	09/06/16	10/06/16	A	90.05	JTH01, 1075406-0, 9/6/16 PRINTING PAPER
09-16	KKI01 (ALPHA MEDIA II LLC)	160881753	08/31/16	09/30/16	A	9220.00	KKI01, IN-1160881753, 8/8-8/30/16 RADIO ADS
09-16	KUL01 (KADRI KULM)	SEPT-2016H	09/22/16	10/22/16	A	19.00	KUL01, SEPT-16 PARKING REIMBURSE
09-16	LIV10 (LIVERMORE SANITATION INC)	781228	08/31/16	09/30/16	A	2317.45	LIV10, 781228, AUG-16 GARBAGE SERVICE RUTAN
09-16	MER01 (MERCHANT SERVICES)	TC083116H	09/01/16	10/01/16	A	147.82	MER01, AUG-16 TC CC FEES
		MOA083116H	09/01/16	10/01/16	A	164.85	MER01, AUG-16 MOA CC FEES
		Vendor's Total ----->				312.67	

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09-16	MET01 (METROPOLITAN TRANSPORT-)	AR012638	09/01/16	10/01/16	A	5458.33	MET01, AR012638, JULY-16 CLIPPER FEES
09-16	MOC01 (DENNIS MOCHON)	AUG-2016H	09/08/16	10/08/16	A	130.68	MOC01, AUG-16 TRAVEL REIMBURSE
09-16	MTM01 (MEDICAL TRANSPORTATION MANA	JULY-2016H	07/09/16	08/08/16	A	116634.13	MTM01, JULY-16 MONTHLY SERVICE
		MTM112067H	08/29/16	09/28/16	A	742.00	MTM01, MTM-112067, 8/24-8/29/16
		SQSI FY16	09/22/16	10/22/16	A	2009.00	MTM01, SQSI FY16 PAYMENT
		Vendor's Total	----->			119375.13	
09-16	MUT01 (MUTUAL OF OMAHA)	OCT-2016H	09/14/16	10/14/16	A	1022.89	MUT01, OCT-16 LIFE & LTD INSURANCE
09-16	MVT01 (MV TRANSPORTATION, INC.)	70034H	08/03/16	09/02/16	A	35896.46	MVT01, 70034, JULY-16 FIXED ROUTE SERVICES
		70781H	09/06/16	10/06/16	A	337810.88	MVT01, 70781, SEPT-16 1ST INSTALL PAYMENT
		70782H	09/06/16	10/06/16	A	337810.88	MVT01, 70782, SEPT-16 2ND INSTALL PAYMENT
		Vendor's Total	----->			711513.22	
09-16	OAK01 (OAKS BUSINESS PK OWNERS)	4THQTR16H	10/01/16	10/31/16	A	2165.00	OAK01, 2016 4TH QTR BUSINESS PARK DUES
09-16	OFF01 (OFFICE DEPOT)	150026001	09/06/16	10/06/16	A	147.79	OFF01, 862150026001, 9/6/16 OFFICE SUPPLIES
		150026002	09/07/16	10/07/16	A	41.92	OFF01, 862150026002, 9/7/16 OFFICE SUPPLIES
		316766001	09/09/16	10/09/16	A	120.65	OFF01, 863316766001, 9/9/16 OFFICE SUPPLIES
		811061001	08/22/16	09/21/16	A	253.75	OFF01, 858811061001, 8/19/16 OFFICE SUPPLIES
		992472001	09/13/16	10/13/16	A	52.88	OFF01, 863992472001, 9/13/16 OFFICE SUPPLIES
		Vendor's Total	----->			616.99	
09-16	PAC01 (AT&T)	ATT080716H	08/07/16	09/06/16	A	33.29	PAC01,ACCT #232-351-6260, CONTRACTOR FIRE 8/
		ATT081116H	08/11/16	09/10/16	A	354.19	PAC01,ACCT #436-951-0106, ATLANTIS T1 8/11-9
		ATT081316H	08/13/16	09/12/16	A	147.54	PAC01,ACCT #925-243-9029, ATLANTIS ALARM 8/1
		Vendor's Total	----->			535.02	
09-16	PAC02 (PACIFIC GAS AND ELECTRIC)	580083116H	08/31/16	09/30/16	A	8214.43	PAC02, 5809326332-3, MOA ELECTRIC 8/1-8/30/1
		606083016H	08/30/16	09/29/16	A	1771.62	PAC02, 6062256368-6, ATLANTIS 7/27-8/29/16
		726082216H	08/22/16	09/21/16	A	546.64	PAC02, 7264840356-5, RAPID STOPS 7/21-8/21/1
		900081416H	08/14/16	09/13/16	A	277.91	PAC02, 9007202117-4, MOA GAS 7/14-8/12/16
		980081516H	08/15/16	09/14/16	A	714.57	PAC02, 9800031052-8, TRANSIT CENTER 7/14-8/1
		Vendor's Total	----->			11525.17	
09-16	PAC11 (PACIFIC ENVIROMENTAL SERV)	2006190	09/07/16	10/07/16	A	120.00	PAC11, 2006190, AUG-16 RUTAN MONTHLY SERVICE
		2006191	09/07/16	10/07/16	A	120.00	PAC11, 2006191, AUG-16 ATLANTIS MONTHLY SERV
		Vendor's Total	----->			240.00	
09-16	PAV01 (PAVLOV ADVERTISING LLC)	1427	09/01/16	10/01/16	A	16700.00	PAV01, 1427, PO #5755 EDIT WHEELS STREET INS
		1428	09/01/16	10/01/16	A	1020.00	PAV01, 1428, PO #5700 LAS POSITAS EASY PASS
		Vendor's Total	----->			17720.00	
09-16	PEN01 (JERRY PENTIN)	SEPT-2016H	09/30/16	10/30/16	A	109.00	PEN01, SEPT-16 BOD STIPEND
09-16	PER01 (PERS)	20160909CH	09/15/16	10/15/16	A	3624.66	PER01, PERS CLASSIC CONTRIBUTION 8/26-9/9/16
		20160909NH	09/15/16	10/15/16	A	3037.57	PER01, PERS NEW CONTRIBUTION 8/26-9/9/16
		20160923CH	09/30/16	10/30/16	A	3624.62	PER01, PERS CLASSIC CONTRIBUTION 9/9-9/23/16
		20160923NH	09/30/16	10/30/16	A	3037.57	PER01, PERS NEW CONTRIBUTION 9/9-9/23/16
		Vendor's Total	----->			13324.42	
09-16	PER03 (CAL PUB EMP RETIRE SYSTM)	OCT-2016H	09/14/16	10/14/16	A	33725.34	PER03, OCT-16 HEALTH BENEFITS
09-16	PER04 (CALPERS RETIREMENT SYSTEM)	20160909H	09/15/16	10/15/16	A	916.63	PER04, PERS 457 CONTRIBUTION 8/26-9/9/16
		20160923H	09/30/16	10/30/16	A	916.01	PER04, PERS 457 CONTRIBUTION 9/9-9/23/16
		Vendor's Total	----->			1832.64	

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09-16	PLE07 (PLEASANTON WEEKLY)	47109	08/31/16	09/30/16	A	1629.00	PLE07, 47109, PO #5817 SERVICE CHANGE ADS 8/1
09-16	QUI01 (QUILL CORPORATION)	8779597	08/31/16	09/30/16	A	66.94	QUI01, 8779597, 8/30/16 OFFICE SUPPLIES
09-16	REE02 (CORINE REED)	8-31-2016	08/31/16	09/30/16	A	18.50	REE02, 8/31/16 OUTREACH TABLECLOTH CLEANING
09-16	RSE01 (R & S ERECTION)	98992GR	09/07/16	10/07/16	A	324.00	RSE01, 98992GR, PO #5869 REPAIR ATLANTIS GAT
09-16	SAF01 (SAFETY-KLEEN SYSTEMS INC)	66148833	09/01/16	10/01/16	A	240.89	SAF01, 66148833, LEASE FOR PARTS WASHER FY15
		66873030	09/01/16	10/01/16	A	268.24	SAF01, 66873030, LEASE FOR PARTS WASHER FY15
		67706490	09/01/16	10/01/16	A	268.25	SAF01, 67706490, LEASE FOR PARTS WASHER FY15
		Vendor's Total ----->				777.38	
09-16	SCF01 (SC FUELS)	3132067	08/19/16	09/18/16	A	14051.58	SCF01, 3132067, 8/19/16 FUEL DELIVERY
		3135040	08/24/16	09/23/16	A	14135.72	SCF01, 3135040, 8/24/16 FUEL DELIVERY
		3141211	09/01/16	10/01/16	A	13783.12	SCF01, 3141211, 9/1/16 FUEL DELIVERY
		3149258	09/10/16	10/10/16	A	13825.59	SCF01, 3149258, 9/10/16 FUEL DELIVERY
		Vendor's Total ----->				55797.01	
09-16	SHA02 (SHAMROCK OFFICE SOLUTIONS)	267503	09/06/16	10/06/16	A	84.13	SHA02, 267503, 8/12-9/11 LAVTA FRONT DESK PR
09-16	SHE05 (SHELL)	981641609H	09/05/16	10/05/16	A	63.03	SHE05, SEPT-16 CC STATEMENT
09-16	SOL01 (SOLUTIONS FOR TRANSIT)	16-905LAV	09/05/16	10/05/16	A	2083.33	SOL01, 16-0905LAVTA, AUG-16 CLIPPER ANALYSIS
09-16	SPE04 (STEVEN G. SPEDOWFSKI)	SEPT-2016H	09/30/16	10/30/16	A	200.00	SPE04, SEPT-16 BOD STIPEND
09-16	SPO01 (SPORTWORKS NORTHWEST, INC)	114082	08/24/16	09/23/16	A	15987.50	SPO01, 114082, PO #5733 2016 BUS BIKE RACKS
09-16	STA01 (STATE COMPENSATION FUND)	OCT-2016H	09/21/16	10/21/16	A	2280.38	STA01, OCT-16 WORKER'S COMP PREMIUM
09-16	STA13 (STAPLES CREDIT PLAN)	SEPT-2016H	09/08/16	10/08/16	A	226.04	STA13, SEPT-16 STATEMENT OFFICE SUPPLIES
09-16	STA17 (STANLEY ACCESS TECHNOLOGIES)	904590612	08/27/16	09/26/16	A	4896.00	STA17, 904590612, RFQ 2016-15 ADA FRONT DOOR
09-16	SWA01 (ANGELA SWANSON)	9-1-2016H	09/08/16	10/08/16	A	381.42	SWA01, 9/1/16 JAN CORNISH RETIREMENT PARTY
		SEPT-2016H	09/20/16	10/20/16	A	29.48	SWA01, SEPT-16 BIRTHDAY PARTY FOOD-REIMBURSE
		Vendor's Total ----->				409.90	
09-16	TAX14 (KAREN ADAMS)	0915-0918H	09/22/16	10/22/16	A	30.81	TAX14, PARATAXI REIMBURSE 9/15-9/18/16
09-16	TAX67 (CHRISTEL RAGER)	0801-0816H	09/08/16	10/08/16	A	209.60	TAX67, PARATAXI REIMBURSE 8/1-8/16/16
09-16	TAX72 (JUSTIN HART)	0802-0830H	09/08/16	10/08/16	A	187.85	TAX72, PARATAXI REIMBURSE 8/2-8/30/16
09-16	TAX91 (VIVIAN MARIE MILLER)	0819-0913H	09/22/16	10/22/16	A	131.96	TAX91, PARATAXI REIMBURSE 8/19-9/13/16
09-16	TCG01 (THE CREATIVE GROUP)	46492636	08/23/16	09/22/16	A	3938.47	TCG01, 46492636, PO #5750 TEMP MGR, W/E 8/19
		46514139	08/25/16	09/24/16	A	1026.29	TCG01, 46514139, PO #5754 TEMP DEVELOPER, W/
		46543204	08/30/16	09/29/16	A	2311.60	TCG01, 46543204, PO #5847 TEMP SPEC W/E 8/26
		46543335	08/30/16	09/29/16	A	476.74	TCG01, 46543335, PO #5754 TEMP DEVELOPER W/E
		46558030	08/31/16	09/30/16	A	5071.80	TCG01, 46558030, PO #5750 TEMP MGR W/E 8/26/
		46598609	09/07/16	10/07/16	A	3792.00	TCG01, 46598609, PO #5652 TEMP MGR, W/E 9/2/
		46598767	09/07/16	10/07/16	A	2311.60	TCG01, 46598767, PO #5847 TEMP SPEC, W/E 9/2
		46644598	09/13/16	10/13/16	A	1849.28	TCG01, 46644598, PO #5847 TEMP SPEC, W/E 9/3
		46644651	09/13/16	10/13/16	A	3211.35	TCG01, 46644651, PO #5750 TEMP MGR, W/E 9/9/
		46644712	09/13/16	10/13/16	A	116.15	TCG01, 46644712, PO #5754 TEMP DEV, W/E 9/2/
		Vendor's Total ----->				24105.28	

REPORT.: Oct 10 16 Monday
 RUN....: Oct 10 16 Time: 12:29
 Run By.: Daniel Zepeda

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09-16	TUR01 (LAUREEN TURNER)	SEPT-2016H	09/30/16	10/30/16	A	100.00	TUR01, SEPT-16 BOD STIPEND
09-16	TX113 (RODGER RAGER)	0812-0831H	09/08/16	10/08/16	A	192.10	TX113, PARATAXI REIMBURSE 8/12-8/31/16
09-16	TX124 (LISA BALL)	8-24-2016H	09/08/16	10/08/16	A	10.20	TX124, PARATAXI REIMBURSE 8/24/16
09-16	TX141 (ELIZABETH O'CONNOR)	0728-0812	09/08/16	10/08/16	A	40.00	TX141, PARATAXI REIMBURSE 7/28-8/12/16
09-16	TX156 (YVONNE BRETOI)	0703-0728	09/08/16	10/08/16	A	62.05	TX156, PARATAXI REIMBURSE 7/3-7/28/16
09-16	TX161 (JYOTSNA MEHTA)	0806-0827H	09/08/16	10/08/16	A	69.06	TX161, PARATAXI REIMBURSE 8/6-8/27/16
09-16	TX162 (SANDRA LANGLOTZ)	0612-0812	09/08/16	10/08/16	A	215.71	TX162, PARATAXI REIMBURSE 6/12-8/12/16
09-16	USB01 (U S BANK)	AUG-2016H	09/07/16	10/07/16	A	2673.33	USB01, AUG-16 US BANK CC STATEMENT
09-16	UTC01 (UTC FIRE & SECURITY AMERI)	4703321	08/25/16	09/24/16	A	3200.00	UTC01, 4703321, PO #5711 INSTALL & SYSTEM TE
09-16	VER01 (VERIZON WIRELESS)	770815651H	08/22/16	09/21/16	A	190.82	VER01, 9770815651, AUG-16 SERVICE
09-16	VSP01 (VSP)	OCT-2016H	09/25/16	10/25/16	A	515.91	VSP01, OCT-16 VISION INSURANCE
09-16	WEG01 (CHRISTY WEGENER)	AUG-2016H	09/08/16	10/08/16	A	81.08	WEG01, AUG-16 TRAVEL REIMBURSE

Total of Purchases -> 14445326.25
 =====

AGENDA

ITEM 4 C



STAFF REPORT

SUBJECT: Rescind and Award a Contract for the LAVTA Rutan Maintenance Area Resurfacing Project

FROM: Beverly Adamo, Director of Administrative Services

DATE: November 7, 2016

Action Requested

Rescind the contract for the LAVTA Rutan Maintenance Area Resurfacing Project originally awarded to DECS, Incorporated dba RyanCO Protective Coatings for \$184,124.00. Award the contract for the LAVTA Rutan Maintenance Area Resurfacing Project to Raider Painting in an amount not-to-exceed \$194,950.00.

Background

In 2013, LAVTA identified a facility refurbishment needed in the maintenance area of the Rutan facility. The project consists of resurfacing the concrete area and retiling two offices in the Rutan Maintenance facility. At that time, an Invitation for Bids (IFB) was issued for the resurfacing of the maintenance area floor. The project was not accomplished at that time because of budget restraints. In the meantime, LAVTA was able to identify and apply for California State bond funds to finance this project. On September 2, 2015, an IFB was issued for this project and on October 6, 2015 three (3) bids were received. LAVTA found that the apparent low bid was nonresponsive to the IFB's requirements and the other two bids were more than 2 times the amount of the independent cost estimate for this project. LAVTA rejected all bids and reissued the IFB under the project #2015-14 on November 16, 2015. The engineer's estimate for the subject work was \$175,000.00. Only one bid, from DECS, Incorporated dba RyanCO Protective Coatings (DECS), was received. DECS was found to have submitted a responsive bid and be a responsible bidder and the award for the project was made by the LAVTA Board of Directors at their regularly scheduled meeting on January 4, 2016.

Over the course of the next 8 months, LAVTA staff made every effort to get the contract executed and the work accomplished. Each week, contact was made with DECS, sometimes multiple times during the week, and the vendor continued to postpone the completion of the paperwork and starting the project. On September 30, Legal Counsel provided staff with a letter to issue to DECS stating that if DECS did not respond by October 4, 2016 with their intent to fulfill the agreement, LAVTA would request the Board of Directors rescind the award at the meeting on November 7, 2016.

Discussion

As a result of DECS' failure to execute the contract and proceed with the work, LAVTA staff obtained two additional bids on the open market for this work. The bidders' information is listed below.

Company Name	Location	Grand Total Amount
Raider Painting	Cathey's Valley, CA	\$194,950.00
REDRHINO	Los Angeles, CA	\$269,242.91

Raider Painting submitted the lowest bid and was found to be responsive and responsible by Legal Counsel and staff. Because the project must be completed while the maintenance area remains functional 7 days a week, construction is due to be completed within 130 calendar days from Notice to Proceed (NTP).

Fiscal Impact

The price submittal from Raider Painting, while above the original engineer's estimate for the project, is only \$10,826.00 above the cost of the project when staff performed a cost analysis. Based on this analysis, staff has determined that the bid is both reasonable and fair. Funding for this project is from the California State bond sales.

The project budget is \$214,445.00 and consists of the contract award of \$194,950.00 and a 10% project contingency of \$19,495.00. The contingency is being set aside in the event that there is a failing in the concrete that is not visible at this time. It is not anticipated that this will be the case or that it will be necessary to spend the funds in contingency.

Next Steps

Upon execution of the agreement with the Raider Painting, LAVTA will issue the NTP.

Recommendation

The Finance and Administration Committee recommends the Board approve rescinding the contract award to DECS.

The Finance and Administration Committee further recommends the Board: (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.

Attachments:

1. Resolution 35-2016

Approved: _____

RESOLUTION NO. 35-2016

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
RESCINDING THE CONTRACT AWARD TO DECS, INC. AND AWARDING
THE CONTRACT FOR THE RUTAN MAINTENANCE AREA RESURFACING
PROJECT TO RAIDER PAINTING**

WHEREAS, the Livermore/Amador Valley Transit Authority (LAVTA) requires the services of a third party contractor to perform the resurfacing of the LAVTA Rutan facility maintenance area as described in LAVTA Invitation for Bids (IFB) #2015-14; and

WHEREAS, staff released IFB #2015-14 to solicit bids for the project; and

WHEREAS, DECS, Incorporated dba RyanCo Protective Coatings (DECS) was the lowest responsive and responsible bidder based on their submitted bid in the amount of \$184,124.00, and the LAVTA Board of Directors awarded this project to DECS on January 4, 2016; and

WHEREAS, after consistent and repeated efforts by LAVTA staff to compel DECS to complete the agreement and commence the work, DECS failed to comply; and

WHEREAS, LAVTA staff then solicited bids on the open market to complete the subject work; and

WHEREAS, two bids were received, and Raider Painting was determined to be the lowest responsive and responsible bidder based on their submitted bid in the amount of \$194,950.00; and

WHEREAS, staff recommends that the Board of Directors rescind the contract award to DECS, Inc. and award the contract for the resurfacing of the LAVTA Rutan facility maintenance area to Raider Painting, in the not-to-exceed amount of \$195,5000.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Livermore/Amador Valley Transit Authority hereby rescinds the award of the contract for the resurfacing of the LAVTA Rutan facility maintenance area to DECS, Incorporated dba RyanCO Protective Coatings.

BE IT FURTHER RESOLVED that the Board of Directors hereby awards the contract for the resurfacing of the LAVTA Rutan facility maintenance area to Raider Painting for a not-to-exceed amount of \$194,950.00.

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

BE IT FURTHER RESOLVED that the Board of Directors authorizes the Executive Director to expend a 10% contingency amount not to exceed \$19,495.00.

PASSED AND ADOPTED this 7th day of November 2016.

Steven Spedowski, Chair

ATTEST:

Michael Tree, Executive Director

APPROVED AS TO FORM:

Michael Conneran, Legal Counsel

AGENDA

ITEM 4D



STAFF REPORT

SUBJECT: Contract Award for LAVTA On-Call Engineering Consulting Services

FROM: Beverly Adamo, Director of Administrative Services

DATE: November 7, 2016

Action Requested

Award contracts for on-call engineering services to Diablo Engineering Group, Gannett Fleming Incorporated, and Kimley Horn and Associates Incorporated.

Background

LAVTA does not have engineering personnel on staff, based on the volume of work necessary to justify having an in-house engineer. While an in-house engineer is not needed, the agency does occasionally require engineering services. Prior to 2011, when these services were needed, staff solicited bids for the scope of work that needed to be completed. Going out to bid for each task order was time consuming. Therefore, in 2011, LAVTA established an On-Call Engineering Consulting Agreement with three firms, in order to more efficiently use staff resources and speed up project timelines. With the agreements expiring this year, LAVTA released a request for proposals (RFP) for on-call engineering services. The RFP #2016-14 solicited interested firms that could provide a full range of engineering services including:

- Civil/site improvement designs (e.g., bus stop design and ADA improvements)
- Mechanical design (e.g., plumbing, HVAC)
- Electrical design (interior and exterior)
- Architectural/space planning
- Structural design and analysis
- Constructability/bidability reviews
- Project Cost Estimating

With the past agreements, the on-call firms assisted LAVTA in projects such as improving bus stops and ADA access, facility needs, project costing, and construction management when needed.

The RFP was released on July 22, 2016 and proposals were due on August 16, 2016 at 2:00 p.m. One addendum was issued on August 1, 2016 responding to questions received. LAVTA received four (4) proposals from the firms noted below:

- BKF Engineers, Pleasanton, CA
- Diablo Engineering Group, Oakland, CA
- Gannett Fleming Incorporated, San Bruno, CA

- Kimley Horn and Associates Incorporated, Pleasanton, CA

Discussion

Initial Technical Evaluation

In order to select a qualified firm for on-call engineering services, proposals were rated in four (4) categories and assigned points (100% total) as noted below. Engineering contracts may not be evaluated based on cost so cost is not an evaluation criterion.

Evaluation Criteria - % Weight (100% Best)	Scoring
Complete and thorough conformance with the terms and requirements of this RFP	Pass/Fail
Proposer’s qualifications and experience: Firm’s ability to provide multi discipline engineering, design, architectural and construction management support services	40 points
Staffing and Project Organization: Strengths, experience and qualifications of key personnel, particularly the Project Manager. Previous public transportation experience including on-call contract work.	35 points
Work Approach to Scope of Services: Firm’s approach to quality control, project management and product delivery.	15 points
Overall completeness and quality of proposal: Proposer understands LAVTA’s requirements as demonstrated by a comprehensive response to this RFP.	10 points
Total Points	100 points

The evaluation committee reviewed the technical proposals to determine the strengths and weaknesses of each firm. All firms provided an excellent range of services and staff in their proposals. The reviewers determined that LAVTA would be best served by three companies: Diablo Engineering Group, Gannett Fleming Incorporated, and Kimley Horn and Associates Incorporated. Gannett Fleming and Kimley Horn and Associates already have an intimate knowledge of the agency’s goals and challenges and know not only LAVTA staff but key stakeholders at each city and in the community. Gannett Fleming and Kimley Horn both provided very strong project management on previous LAVTA projects. Diablo Engineering Group, while not under previous contract with LAVTA, scored very high in the various evaluation criteria and it is anticipated that they will also provide needed expertise when needed.

Detailed Technical Evaluation

After selecting the top three qualified firms, reviewers evaluated the firms with respect to each discipline listed in the RFP. In order to analyze with this level of detail, LAVTA was able to solicit the help of City of Dublin engineering staff. Firms will receive work associated with the discipline they scored highest. If the highest scoring firm cannot complete the assigned work order or their work plan is deemed inadequate, LAVTA will use the second highest scoring firm.

Discipline	Most Qualified Firm
Civil	Kimley Horn
Mechanical	Gannett Fleming
Electrical	Kimley Horn and Associates

Plumbing	Kimley Horn and Associates
Traffic	Kimley Horn and Associates
Space Planning/Design	Diablo Engineering Group
Architecture	Diablo Engineering Group
Cost Estimating	Gannett Fleming
Construction Management	Gannett Fleming

Budget Considerations

There is no action outside the Board-adopted budget. The contract does not stipulate a value amount, as the work is task order based, subject to the Board-approved funding contained in the annual budget. Bidders were informed that there is no guarantee of work associated with this contract.

Recommendation

The Finance and Administration Committee recommends the Board authorize 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.

Attachment:

1. Resolution 37-2016

Approved: _____

RESOLUTION 37-2016

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
AWARDING ON-CALL ENGINEERING SERVICES CONTRACTS**

WHEREAS, LAVTA requires the services of qualified firms to provide on-call engineering services on an needed-basis; and

WHEREAS, the agency issued Request for Proposals (RFP) for On-Call Engineering Services RFP 2016-14; and

WHEREAS, LAVTA utilized the “Best Value” method for procurement, in conformance with applicable procurement guidelines, and the evaluation committee determined Diablo Engineering Group, Gannett Fleming Incorporated, and Kimley Horn and Associates Incorporated as the most responsive and responsible bidders; and

WHEREAS, LAVTA intends to enter into contract with Diablo Engineering Group, Gannett Fleming Incorporated, and Kimley Horn and Associates Incorporated to provide a range of engineering services related to bus stop design, ADA improvements, facility improvements, constructability analysis, costing guidance, and construction management among other tasks requested in the RFP; and

WHEREAS, work shall be issued on a task order basis to the most qualified firm as outlined in the On-Call Engineering Staff report dated November 7, 2016 and the consultants shall complete the services within the time frame and budget specified in each task order; and

WHEREAS, funds for these contracts shall be within the annual Budget authority adopted by the Board of Directors.

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 enter into three-year contracts with Diablo Engineering Group, Gannett Fleming Incorporated, and Kimley Horn and Associates Incorporated for on-call engineering services, from the effective date of the contract.

BE IT FURTHER RESOLVED that the Board authorizes the Executive Director to execute two optional extension years at LAVTA’s sole discretion for on-call engineering services.

PASSED AND ADOPTED this 7th day of November, 2016.

Steven Spedowfski, Chair

Attest:

Michael Tree, Executive Director

AGENDA

ITEM 4E



STAFF REPORT

SUBJECT: Resolution Supporting a BART and ACE Rail Connection in Tri-Valley

FROM: Michael Tree, Executive Director

DATE: November 3, 2016

Action Requested

Adopt 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.

Background/Discussion

A direct connection between BART and ACE in the Tri-Valley will have immeasurable benefit to commuters traveling between the burgeoning Bay Area and Northern San Joaquin County economies. It is an important solution to the intolerable congestion on I-580 caused by the growing job and housing imbalance between the Bay Area and the San Joaquin Valley. This inter-regional rail connection will substantially increase transit ridership on both BART and ACE, improve air quality, and connect employees seeking affordable work force housing in the San Joaquin Valley to job centers in the Bay Area. Goods movement will also benefit from congestion relief in the heavily congested I-580 corridor, a major link between the Central Valley and the Bay Area's seaports.

The connection between the BART and ACE rail systems in the Tri-Valley is identified as a key component of the MTC Regional Rail Plan, the Alameda County Transportation Commission Countywide Plan, and the ACE Forward planning efforts. Additionally, in the Northern California Megaregion Report (June 2016), the Bay Area Council Economic Institute identifies the BART to ACE connection as key infrastructure needed to support the Northern California economy – one of the fastest growing economies in the country. The report finds that commuters from the Northern San Joaquin Valley to the Bay Area more than doubled from 1990 to 2013. In addition, it notes that San Joaquin County places in the top 10 nationally for its percentage of residents with a commute over 90 minutes. Bay Area home prices are noted to be three times higher than the median price in nearby San Joaquin County.

The Altamont Regional Rail Working Group was formed in October of 2015 for the purpose of facilitating and accelerating the planning and construction of a connection between BART to ACE in the Tri-Valley. Working Group members include elected officials from the City of

Livermore, City of Dublin, City of Pleasanton, County of Alameda, County of San Joaquin, City of Tracy, BART, ACE, the Livermore Amador Valley Transit Authority (LAVTA), and representative of regional business organizations including the East Bay Leadership Council, Innovation Tri-Valley Leadership Group and the San Joaquin Partnership. The Working Group met on September 14, 2016 and unanimously approved a recommendation that each respective member agency, and other agencies that are impacted, pass resolutions of support for a rail connection of the BART and ACE rail systems in the Tri-Valley. The attached resolution recognizes the necessity and action.

In summary, the passage of the resolution is a necessary step toward making this intermodal rail connection a County priority and supports the inter-regional collaboration necessary to achieve this goal.

Fiscal Impact

None

Recommendation

Adopt 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.

Attachments:

1. Resolution 36-2016

Submitted: _____

RESOLUTION NO. 36-2016

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY FOR THE PURPOSE OF SUPPORTING A RAIL CONNECTION BETWEEN THE BAY AREA RAPID TRANSIT AND ALTAMONT CORRIDOR EXPRESS RAIL SYSTEMS IN THE TRI-VALLEY

WHEREAS, the Northern California Megaregion population totaled 12.2 million in 2015 and is growing; and

WHEREAS, housing affordability issues in the Bay Area have been one cause of the population influx in the inland portions of the megaregion, causing 68.7% of megaregional workforce commuters crossing regional boundaries to commute into the Bay Area for work; and

WHEREAS, the growth of Northern San Joaquin Valley commuters to the Bay Area has been particularly dramatic, more than doubling from 1990 to 2013, causing the I-580 being one of the most congested and intolerable freeways in the Megaregion; and

WHEREAS, the I-580 Altamont Pass is a key corridor for freight movement between the Northern San Joaquin Valley and the Port of Oakland, with slowing traffic on the highway a contributor to greenhouse gas emissions; and

WHEREAS, the best current connection between BART and the Altamont Corridor Express (ACE) in the Tri-Valley is by shuttle bus, and a faster, more reliable and more direct rail connection between these two services would increase both BART and ACE ridership and relieve pressure on Interstate 580 and other transportation systems and increase interregional mobility; and

WHEREAS, the Altamont Regional Rail Working Group was formed in October of 2015 for the purpose of facilitating and accelerating the planning and construction of a BART to ACE connection in the Tri-Valley, the planning of which traverses multiple Metropolitan Planning Organizations and transportation agencies; and

WHEREAS, the Altamont Regional Rail Working Group members include elected officials from the City of Livermore, City of Dublin, City of Pleasanton, County of Alameda, County of San Joaquin, City of Tracy, the Altamont Corridor Express, the Bay Area Rapid Transit Authority, the Livermore Amador Valley Transit Authority, and representatives of regional business organizations including the Easy Bay Leadership Council, Innovation Tri-Valley Leadership Group and the San Joaquin Partnership; and

WHEREAS, the Altamont Regional Rail Working Group has recommended that their respective agencies pass resolutions of support for a rail connection of the BART and ACE rail systems in the Tri-Valley; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Livermore Amador Valley Transit Authority affirms its support of timely planning and constructing a BART to ACE rail connection in the Tri-Valley; and be it further

RESOLVED, that the Board of Directors of the Livermore Amador Valley Transit Authority affirms its intent to make a BART and ACE rail connection in the Tri-Valley a priority and will take steps toward greater regional collaboration to achieve this goal.

PASSED AND ADOPTED this 7th DAY OF November, 2016.

Steven Spedowski, Chair

ATTEST:

Michael Tree, Executive Director

AGENDA

ITEM 5



EXECUTIVE DIRECTOR'S REPORT

November 2016

1. Special Transportation Session in Sacramento

The State Legislature is currently in the midst of a comprehensive transportation funding discussion as the special session on transportation continues through November 30th. Currently, the Chair of the Senate Committee on Transportation and Housing, Senator Jim Beall, and the Chair of the Assembly Transportation Committee, Assembly Member Jim Frazier, are working with leadership in both the Senate and Assembly, as well as the Governor's Office, to iron out the final details of what could ultimately become the transportation funding package capable of achieving a two-thirds vote necessary for passage. Staff is watching closely the elections and the potential for AB2762 (establishment of Authority to plan and construct a connection with BART and ACE in Tri-Valley) to be part of this approval process.

2. Altamont Regional Rail Working Group

Interviews for an Executive to provide consulting services to the Altamont Regional Rail Working Group have taken place and final discussions and negotiations are underway with the preferred consultant. The next Working Group meeting is November 9th, which will include a presentation by BART on the BART to Isabel project.

3. Shared Autonomous Vehicle Project

On October 19th the Bay Area Air Quality Management District (BA AQMD) voted to approve a \$1 million request from LAVTA, the funds of which can be used by the agency for its Shared Autonomous Vehicle (SAV) project in the City of Dublin. Supervisor Haggerty was key in this funding request that will allow for the agency to purchase its first set of SAVs and conduct the testing needed. In return for the \$1 million over three years, LAVTA has agreed to allow a Spare the Air day message to be advertised on a small percentage of the LAVTA fleet. A meeting was recently held with City of Dublin staff to discuss the project. Additionally, staff is meeting monthly with consortium members to better define the project and timelines.



4. Rebranding Project

The Project & Services Committee looked at several naming and logo concepts at their November meeting. The direction from the Committee was to explore additional examples of logo concepts for the name Tri-Link. Staff expects Board discussion on the project in December.

5. CalTIP Update

LAVTA is a long-time member of the CalTIP insurance pool for liability. CalTIP has been experiencing multiple years of adverse, severe claims from numerous participants (not LAVTA) that have drawn down the equity of the insurance pool. Staff looks for CalTIP to replenish equity to appropriate levels to continue its marketability in the excess insurance layers in the coming renewal period, which will likely a special assessment for members.

6. Stuff-A-Bus Event with Safeway

This year Safeway has decided to not partner with Wheels in the annual Stuff-A-Bus event. However, staff is looking for alternative partners, such as Costco, for future years to continue the event.



7. Livermore High School Bike-On-Bus Event

An event is being planned with Livermore High School in January to assist students with understanding the simplicity and convenience of placing their bicycles on Wheels buses. Wheels is in the process of upgrading its bicycle racks on buses from 2-slot to 3-slot carriers to accommodate the increasing numbers of bicycles being placed on buses.

8. ACTC Grant Submitted for Rapid Shelters on Santa Rita Corridor in Pleasanton

LAVTA staff has been working this week on the submittal of a grant to ACTC to fund and install Rapid stops along the recently Rapidized Santa Rita Road/Las Positas/Owens Drive corridor to maintain the premium look and feel of the Rapid system. The project will be a big boost in appeal for the Rapid and complete street functionality of the community.

9. Wheels on Phone App Transit

In October, staff released news that Wheels is now on the popular phone app *Transit*. Downloads of the app have been brisk and customers are finding the app helpful for planning trips not only in the Tri-Valley, but throughout the Bay Area.

10. Wheels Website Receives Award

The new www.WheelsBus.com website has been awarded a MarCom Gold Award in the Municipality Website Category. The MarCom Awards is a creative competition focusing on concept, writing and design. It's a prestigious award and we're excited to receive.

11. Clipper Usage Up On Wheels

The usage of Clipper is continue to increase on Wheels. Weekly transactions have increase from an average of 580 in August to 720 in October.

Attachments

1. Management Action Plan w/Updates
2. Board Statistics September FY17
3. FY17 Upcoming Committee Items

FY2017 Goals, Strategies and Projects

Last Updated – November 1, 2016

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						
Projects	Action Required	Staff	Board Committee	Target Date	Status	Task Done
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	Jan 2017 Mar 2017 May 2017	→ <u>Awaiting the ACTC Park & Ride study to complete in December to move forward with Long Range Plan.</u>	
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	→ <u>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 in Jan, and 1 and 14 schedules in May to significantly improve OTP.</u>	

<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>
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>Expect City to award contract on November 15th.</u>	
Fare Study	<ul style="list-style-type: none"> Draft Fare Study Public Hearing Board Approval Implementation of Fare Changes 	DP	Projects/ Services	<u>Jan 2017</u> <u>Apr 2017</u> <u>May 2017</u> July 2017	→ Nelson/Nygaard currently creating the draft fare study	
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 Jan 2017 Jun 2017	→ MTC providing planning on project. LAVTA Board awarded contract for signal control to WPS in July.	

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>
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Wheels On Demand Discount Program	<ul style="list-style-type: none"> • Get clearance from FTA • Sign Agreements with providers • Implement 	ED	Projects/ Services	Nov 2016 Nov 2016 Dec 2016	→ FTA analyzing proposal. Have <u>determined that if customer selects between 2 or more TNCs, then exemption with D&A apply.</u>	

Goal: Marketing and Public Awareness

Strategies (those highlighted in bold indicate highest Board priority)

- 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

<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>
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	Nov 2016 Feb 2016 Feb 2016	→ Planeteria working on website to get <u>page loading down to 2 seconds. Planning for video library and commuter pages.</u>	

Projects	Action Required	Staff	Board Committee	Target Date	Status	Task Done
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	→ <u>This project will begin after rebranding study and after planning for 10R OTP enhancements.</u>	
Social Media Engagement	<ul style="list-style-type: none"> Development of LAVTA goals with Facebook, Twitter, and other social media outlets such as LinkedIn, YouTube and Tumblr 	MKT MGR	Projects/ Services	Jun 2016	→Goals are to go from 550 likes to 1,000 during fiscal year and have 3% engagement (currently at 621). Also, set up YouTube library, and have 1-2 on Facebook, LinkedIn, Twitter daily. <u>Photo contest for Las Positas College on Facebook complete.</u>	
Phone App w/Real Time Info	<ul style="list-style-type: none"> Advertise RFP Contract Award Introduce Phone App to public 	DP	Projects/ Services	<u>Nov 2016</u> <u>Jan 2016</u> <u>Sept 2017</u>	→ <u>RFP being reviewed by legal.</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 Nov 2016	→ <u>Wi-Fi installed on all Rapid and Express buses. Software configured. Final terms and conditions for users being reviewed by legal. Awaiting a sponsor.</u>	X

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	→Signage included in FY 2017 budget. Signage agreed to by BART. <u>Awaiting rebranding project.</u>	
LAVTA Rebranding Project	<ul style="list-style-type: none"> Award of contract Surveying and Focus Groups Draft naming of services to Board Approval final naming and rebranding 	MKT MGR	Projects/ Services	Jun 2016 Aug 2016 Nov 2016 Jan 2017	→ PAVLOV awarded contract. Community survey done. Focus groups done. Additional community survey on narrow list of names done. P&S Committee and Board discussed. <u>Revised names/logos before P&S in Nov, working on direction to bring back additional examples of logo for Tri-Link.</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	→ <u>SDG awarded contract. Kick-off meeting held to discuss project and partners. Meetings held with partners in Pleasanton. Awaiting final revisions to outline of project.</u>	X

Projects	Action Required	Staff	Board Committee	Target Date	Status	Task Done
580X	<ul style="list-style-type: none"> • Direct Mailing #1 • Door Hangers • Direct Mailing #2 • Banner • Radio/Print 	MKT MGR	Projects/ Services	Sept 2016 Oct 2016 Nov 2016 Nov 2016 Ongoing	→ Website slider and page created. Commuter coaches delivered. The first direct mailing was delivered. Ridership doubled to 5.9 rides per hour. Goal is 15 rides per hour. <u>Awaiting second wave of mailers/door hangers/media outreach until after elections. Banner for downtown TC/overpasses ordered.</u>	X
Wheels On Demand Discount Program	<ul style="list-style-type: none"> • Develop webpage slider and page • Direct mailing #1 • Direct mailing #2 • Radio and print adds 	MKT MGR	Projects/ Services	Aug 2016 Nov 2016 Jan 2016 Ongoing	→ Webpage under development. Direct mailing under development. Awaiting FTA approval of program for implementation.	
Relocated Rapid Shelters No Longer Served By Rapid	<ul style="list-style-type: none"> • Engineering work • Bid relocation work • Improvements to site • Relocation of shelters 	AS	Projects/ Services	Nov 2016 Dec 2016 Jan 2017 Feb 2017	→ Engineering service proposals being received. Final relocation plan being developed.	

Underlined text indicates changes since last report.

Projects	Action Required	Staff	Board Committee	Target Date	Status	Task Done
Dispose of Shelters Past Useful Life No Longer Served By Route	<ul style="list-style-type: none"> Identify shelters Procure contractor Dispose of shelters 	AS	Projects/ Services	Sept 2016 Oct 2016 Nov 2016	→ Awaiting burn in period with new routes to make sure no route modifications are needed. Staff has identified shelters past useful life that need to be disposed.	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. <u>All signage has been removed.</u>	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 Jan 2017 Feb 2017	→ Shelters identified. Staff awaiting ridership #s from route improvements to determine new locations for shelters. Currently, shelters have signage on them indicating that they are no longer served.	X
Replace Shelters Past Useful Life That Are On Current Routes	<ul style="list-style-type: none"> Identify shelters Bid fabrication of new shelters Install 	AS	Projects/ Services	Oct 2016 Jan 2016 Apr 2016	→ 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.	

<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>
Rehabilitate Rapid Benches (wood)	<ul style="list-style-type: none"> • Award contract • Finish contract 	AS	Projects/ Services	Nov 2016 Mar 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	Nov 2016 Apr 2017	→Correct rust issues on Rapid shelters and monument signage.	
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 Nov 2016 Jan 2017	→ Currently awaiting ridership numbers from route improvements to determine shelters to receive light kits.	
Get Caught Up On Deferred Maintenance of Bus Shelters	<ul style="list-style-type: none"> • Monitor spreadsheet of deferred maintenance to ensure maintenance is completed by end of FY2017 	AS	Projects/ Services	Jun 2017	→ Staff currently monitoring spreadsheet containing deficiencies.	

Projects	Action Required	Staff	Board Committee	Target Date	Status	Task Done
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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**

Projects	Action Required	Staff	Board Committee	Target Date	Status	Task Done
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	→ Currently 66 passes sold. Staff monitoring opportunities to assist promotion.	
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% over last year and seek long-term funding for the pass. <u>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>	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 2016	→ High School recently moved to new location on 30R. Easy Pass implemented. Monitoring usage.	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>
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	Nov 2016 Dec 2016	→Staff to discuss with Council Members from Livermore	
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	<u>Jan 2017</u> <u>Feb 2016</u> <u>Feb 2018</u>	→ City to release bid documents in <u>Nov</u> for project. FTA clearance given to demo current customer service buildings.	
<p>Goal: Regional Leadership</p> <p><i>Strategies (those highlighted in bold indicate highest Board priority)</i></p> <ol style="list-style-type: none"> 1. Advocate for local, regional, state, and federal policies that support mission of Wheels 2. Support staff involvement in leadership roles representing regional, state, and federal forums 3. Promote transit priority initiatives with member agencies 4. 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 and implementation by Working Group 	ED	Projects/ Services	Oct 2015 Mar 2017	→ <u>Interviews for Exec position took place on Nov 2nd. Board to approve contract on Nov 7th. First meeting for Exec on Nov 9th.</u>	

Projects	Action Required	Staff	Board Committee	Target Date	Status	Task Done
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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	Dec 2016 Jan <u>2017</u>	→ Research being done on emerging priorities at local, state and federal level. 2017 Legislative Plan to be approved by Board in January. Staff monitoring new legislative cycle.	
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Goal: Organizational Effectiveness

Strategies (those highlighted in bold indicate highest Board priority)

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

Projects	Action Required	Staff	Board Committee	Target Date	Status	Task Done
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Install Updated Version Of Viewpoint Software	<ul style="list-style-type: none"> Install software update Training on Software 	DP	Projects/ Services	Sept 2016 Sept 2016	→ Software installed and phase I of training took place in third week of September. Software being tested. Focusing on custom reports.	X
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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	July 2016	→ Staff to begin monitoring through Viewpoint. Weekly meeting to discuss key metrics at staff level.	
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<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>
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.	
<p>Goal: Financial Management</p> <p><i>Strategies (those highlighted in bold indicate highest Board priority)</i></p> <ol style="list-style-type: none"> 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	→ <u>Audit completed in Sept 2016. Final presentations to Board in Nov 2016.</u>	

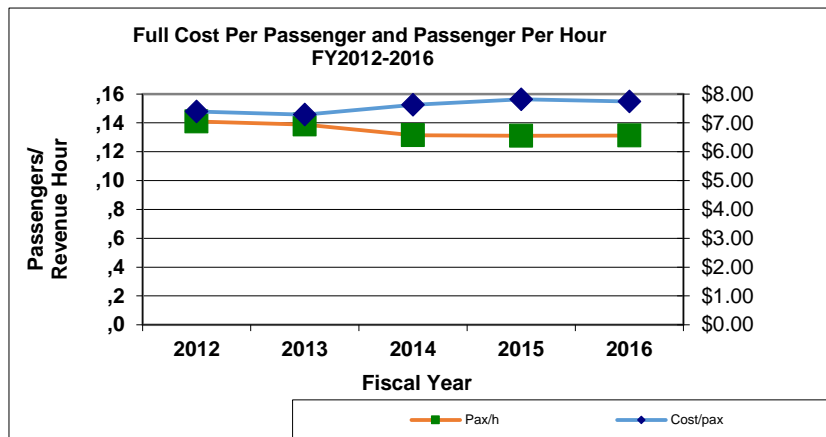
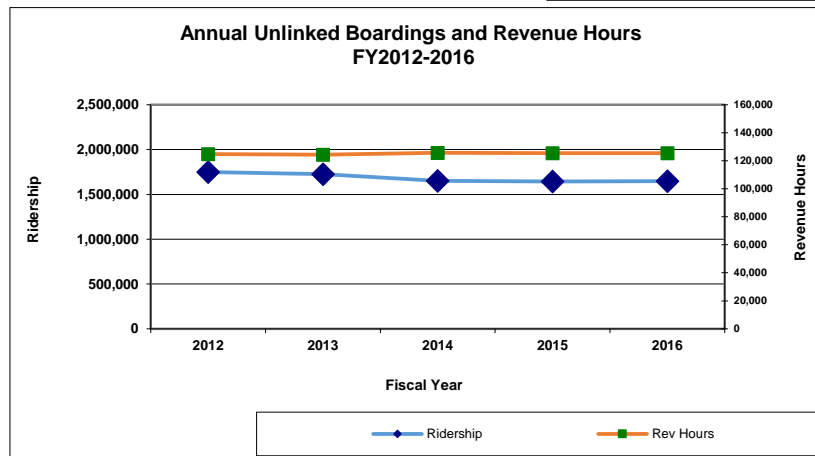
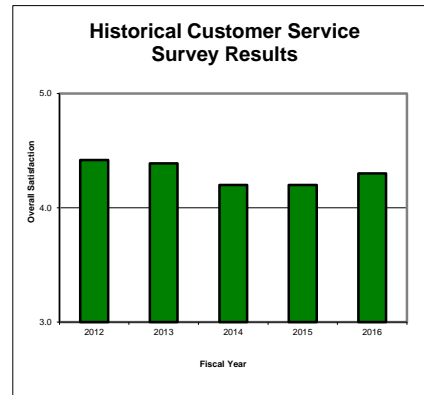
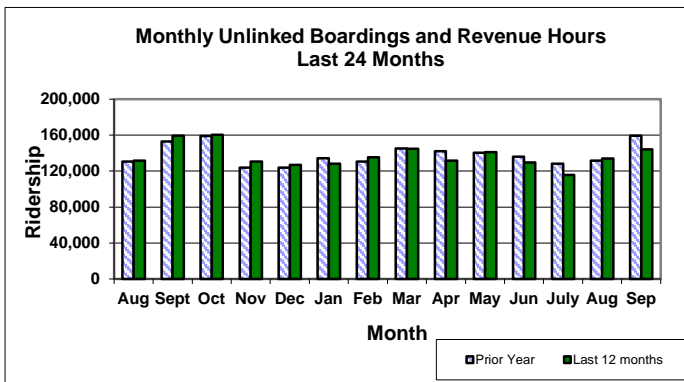
Projects	Action Required	Staff	Board Committee	Target Date	Status	Task Done
<i>Other:</i>						
Transit Center Concrete Project In Bus Driving Isle	<ul style="list-style-type: none"> Perform demo of asphalt and construction of concrete in driving isle. 	PM	Projects/ Services	Apr 2017	→ Utilizing City concrete contract. Asphalt to be removed and construction completed in April of 2017.	
Administrative Offices Asphalt and ADA Project	<ul style="list-style-type: none"> Award Contract Finish Improvements 	PM	Projects/ Services	Oct 2016 Nov 2016	→ <u>Project being rescinded from contractor due to non-performance, with new project award for Board to consider in Nov.</u>	
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	→ <u>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 has meet with Dublin City Staff, is attending weekly consortium meetings, and is awaiting elections to determine path for testing in Dublin.</u>	
Replace Steam Bay Lift	<ul style="list-style-type: none"> Quotes/Award of Project Complete install 	DA	Projects/ Services	Nov 2016 Dec 2017	→ <u>The bus lift in the steam room used to clean engines and undercarriage of buses recently failed. It is past it's useful life and staff is evaluating budget to replace. Need to replace in December.</u>	

<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>
2017 Gillig Bus Purchase (20 buses)	<ul style="list-style-type: none"> • Award contract for bus purchase • Board approval on bus purchases • Delivery of buses 	DA	Projects/ Services	Sept 2016 Nov 2016 May 2017	→ Board approved contract with Gillig for future bus purchases. Board to consider purchase order for buses in December for a delivery date in May/August from new Gillig factory.	X

Monthly Summary Statistics for Wheels September 2016

FIXED ROUTE

	September 2016			% change from one year ago		
Total Ridership FY 2017 To Date	393,780			-6.3%		
Total Ridership For Month	144,123			-10.1%		
Fully Allocated Cost per Passenger	\$7.21			6.6%		
	Weekday	Saturday	Sunday	Weekday	Saturday	Sunday
Average Daily Ridership	6,164	1,882	1,432	-10.2%	-8.9%	0.0%
Passengers Per Hour	14.6	12.4	9.4	-7.1%	1.9%	-25.3%
	September 2016			% change from last month		
On Time Performance	78.5%			1.0%		



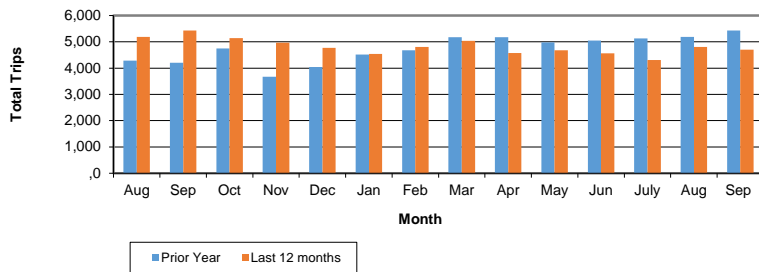
Monthly Summary Statistics for Wheels September 2016

PARATRANSIT

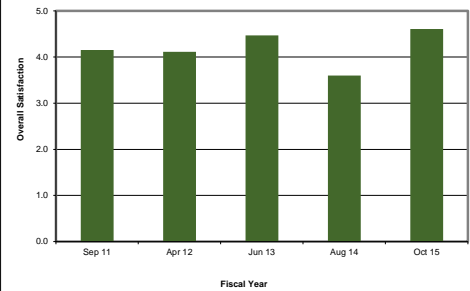
General Statistics	September 2016	% Change from last year	Year to Date
Total Monthly Passengers	4,701	-13.5%	13,823
Average Passengers Per Hour	1.90	11.8%	5.60
On Time Performance	94.9%	-2.8%	288.000%
Cost per Trip	\$31.72	-2.4%	96
Number of Paratransit Applications	25	-44.4%	130
Calls Answered in <1 Minute	84.50%	4.8%	235.60%

Missed Services Summary	September 2016	Year to Date
1st Sanction - Phone Call	5	22
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

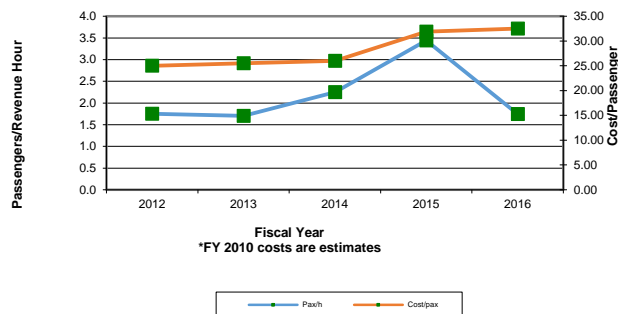
Paratransit Monthly Unlinked Boardings, Last 24 Months



Historical Customer Service Survey Results



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



Monthly Summary Statistics for Wheels

September 2016

SAFETY							
ACCIDENT DATA	September 2016				Fiscal Year to Date		
	Fixed Route		Paratransit		Fixed Route		Paratransit
Total	6		0		12		0
Preventable	2		0		7		0
Non-Preventable	4		0		5		0
Physical Damage							
Major	0		0		0		0
Minor	6		0		12		0
Bodily Injury							
Yes	1		0		1		0
No	5		0		11		0
MONTHLY CLAIMS ACTIVITY							
		Totals					
Amount Paid							
This Month	\$24,219.34						
To Date This Fiscal Year	\$64,742.49						
Budget							
							\$100,000.00
% Expended							
							65%

CUSTOMER SERVICE - ADMINISTRATION

CATEGORY	Number of Requests	
	September 2016	Year To Date
Praise	0	1
Bus Stop	4	11
Incident	0	0
Trip Planning	1	6
Fares/Tickets/Passes	2	2
Route/Schedule Planning	23	88
Marketing/Website	4	14
ADA	0	2
TOTAL	34	124

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	3	0	0	6	0	0	0	1
Safety	0	4	1	1	0	0	0	0
Driver/Dispatch Courtesy	0	8	4	2	0	0	0	0
Early	2	1	0	8	0	1	0	0
Late	13	1	0	45	0	0	0	2
No Show	0	0	0	12	0	0	0	0
Incident	0	1	0	0	0	0	0	0
Driver/Dispatch Training	2	1	0	5	0	1	0	1
Maintenance	0	0	0	3	0	0	0	0
Bypass	2	3	1	4	0	0	0	0
TOTAL	19	19	6	80	0	2	0	3
Valid Complaints								
Per 10,000 riders	1.32							
Per 1,000 riders	0.00							

LAVTA COMMITTEE ITEMS - NOVEMBER 2016 - MARCH 2017

Finance & Administration Committee

November

	Action	Info
Minutes	X	
Treasurers Reports - October	X	
Quarterly Grants Report		X

December

	Action	
Minutes	X	
Treasurers Reports - October	X	
Meeting Dates	X	

January

	Action	Info
Minutes (November)	X	
Treasurers Report	X	
Legislative Program	X	

February

	Action	Info
Minutes	X	
Treasurers Report	X	
Quarterly Budget & Grants Report		X

March

	Action	Info
Minutes	X	
Treasurers Report	X	
Funding Resolutions - Prop 1B, TSGP	X	

LAVTA COMMITTEE ITEMS - NOVEMBER 2016 - MARCH 2017

Projects & Services Committee

November

	Action	Info
Minutes	X	
Quarterly Operations		X
Quarterly Marketing		X
Recommended Service Changes Winter 2016/17	X	

December

	Action	Info
Minutes	X	
Draft Fare Study Recommendations		X
Paratransit Customer Satisfaction		X

January

	Action	Info
Minutes (November)	X	
Draft long Range Transit Plan		X
Award of Phone App.	X	
Alameda County Fair Service	X	

February

	Action	Info
Minutes	X	
Quarterly Operations		X
Quarterly Marketing		X
Final Long Range Transit plan	X	
Final Fare Study Recommendations	X	

March

	Action	Info
Minutes	X	

AGENDA

ITEM 6



STAFF REPORT

SUBJECT: Fiscal Year 2016 Comprehensive Annual Financial Report (CAFR)

FROM: Tamara Edwards, Finance & Grants Manager

DATE: November 7, 2016

Action Requested

Review and recommend that the Board of Directors accept the Comprehensive Annual Financial Report (CAFR) and submit it to the Government Finance Officers Association (GFOA) for award.

Background

The Administrative Services Department has prepared the CAFR following the guidelines of the Government Finance Officers Association and in conformance with generally accepted accounting principles for state and local governmental entities established by the Governmental Accounting Standards Board. There are four sections to this report: *Introductory, Financial, Statistical and Compliance.*

Discussion

Attached for your review is the draft Comprehensive Annual Financial Report for the fiscal year ending June 2016. This report includes the annual audit prepared by Maze and Associates and staff stating that for the period audited, there were no findings.

Mr. David Alvey of Maze and Associates will be attending the Finance and Administrative Committee meeting and the November 7, 2016 LAVTA Board of Directors meeting to provide an overview and answer any questions when the final CAFR is presented for acceptance.

Recommendation

The Finance and Administration Committee recommends acceptance of the Comprehensive Annual Financial Report (CAFR), and submission of the CAFR to the Government Finance Officers Association (GFOA) for award.

Attachments:

1. LAVTA 2016 Comprehensive Annual Financial Report

Approved: _____

COMPREHENSIVE ANNUAL FINANCIAL REPORT

YEAR END
JUNE 30, 2016



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**LIVERMORE AMADOR VALLEY
TRANSIT AUTHORITY
LIVERMORE, CALIFORNIA**

COMPREHENSIVE ANNUAL FINANCIAL REPORT

FOR THE YEAR ENDED JUNE 30, 2016

PREPARED BY THE ADMINISTRATIVE SERVICES DEPARTMENT

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INTRODUCTION SECTION

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

COMPREHENSIVE ANNUAL FINANCIAL REPORT
For the Year Ended June 30, 2016

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LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

COMPREHENSIVE ANNUAL FINANCIAL REPORT
For the Year Ended June 30, 2016

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November 7, 2016

**The Board of Directors
Livermore Amador Valley Transit Authority**

We are pleased to present the Comprehensive Annual Financial Report of the Livermore Amador Valley Transit Authority (the Authority) for the fiscal year July 1, 2015 through June 30, 2016.

This report has been prepared by the Administrative Services Department following the guidelines recommended by the Government Finance Officers Association of the United States and Canada (GFOA) and is in conformance with generally accepted accounting principles for state and local governmental entities established by the Governmental Accounting Standards Board (GASB). General accepted accounting principles require that management provide a narrative introduction, overview and analysis to accompany the basic financial statements in the form of Management's Discussion and Analysis (MD&A). This letter of transmittal is designed to complement the MD&A and should be read in conjunction with it. The Authority's MD&A can be found immediately following the report of the independent auditors. Responsibility for the accuracy, completeness and fairness of the presented data and the clarity of presentation, including all disclosures, rests with the management of the Authority.

In accordance with the above-mentioned guidelines, the accompanying report consists of four sections:

1. The *Introductory Section* contains this letter of transmittal, a discussion of the Authority's operations, accomplishments and future goals and projects, a list of principal officials and the Authority's organization chart.
2. The *Financial Section* begins with the Independent Auditors' Reports and Financial Statements. The notes, an integral part of the Financial Statements, are intended to further enhance an understanding of the Authority's current financial status.
3. The *Statistical Section* provides information that is useful for understanding the Authority's financial condition and depicting the past 10 years of history and financial and operational trends of the Authority.
4. The *Compliance Section* includes the Auditors' reports required under the federal Single Audit Act, State Transportation Development Act, and Measure B, and it provides assurance of the Authority's compliance with those laws and related regulations

BACKGROUND INFORMATION

History

In 1985, the County of Alameda joined with the Cities of Livermore, Pleasanton and Dublin to execute a Joint Powers Agreement (JPA), pursuant to Government Code 6500 et. seq., creating the Livermore Amador Valley Transit Authority. Under the JPA, the Authority's charter was to provide public transit service in the Livermore Amador Valley without the imposition of any new local taxes.

The existing Wheels system is an outgrowth of the transit services previously operated in Livermore (City of Livermore-RIDEO) and Pleasanton/Dublin. The services in the three cities were consolidated under the Authority in 1987.

The Authority has come a long way over the years. In early 1990 the fixed route fleet was upgraded with the delivery of 34 new Gillig buses. That year almost 680,000 passengers were transported at a rate of 10.3 people per hour. Today, the Authority's fixed route fleet has 64 buses. The fleet includes the vehicles for local fixed route and bus rapid transit (BRT) service and in 2015/2016 the Authority transported over 1.64 million passengers.

The Authority

The Authority's reporting entity includes only the Authority; it is legally separate and financially independent as defined in the Governmental Accounting Standards Board (GASB) Statement No. 14 "The Financial Reporting Entity." No other entity exists for which the Authority exercises oversight responsibility or has a special financing arrangement.

The Authority operates under the name Wheels and serves residents located in the Cities of Livermore, Dublin and Pleasanton, and some unincorporated areas (Tri-Valley Area). The mission of the Livermore Amador Valley Transit Authority is to provide equal access to a variety of safe, customer oriented, reliable, and affordable public transportation choices, increasing the mobility and improving the quality of life of those who live or work in and visit the Tri-Valley area.

As a Joint Powers Authority, a seven-member Board of Directors governs the agency. Two elected officials are appointed from each city's City Council, and the County Board of Supervisors appoints one member. Directors meet once a month to determine overall policy for the Authority. Monthly committee meetings provide oversight in two areas: finance and administration; and projects and services. Additional input to the Board comes from a nine-member Wheels Accessibility Advisory Committee representing the interests of the elderly and disabled.

The Executive Director oversees the general operations of the transit system in accordance with the policy direction prescribed by the Board of Directors. During the 2016 fiscal year, a Director of Administrative Services, Director of Planning and Communications, Finance and Grants Manager, Senior Marketing & Communications Specialist, Senior Transit Planner, Senior Fleet and Technology Management Specialist, Paratransit Planner, Senior Grants and Project Management Specialist, Community Outreach Coordinator, Administrative Assistant, Accounting Assistant, and three Customer Service Representatives supported the Executive Director.

Since its formation, the Authority has contracted with private companies for the day-to-day operation of its services. Fixed route and vehicle maintenance were provided under contract with MV Transportation, Inc. Paratransit services were provided under contract with Medical Transportation Management.

The Authority's Strategic Plan outlines the Goals, Objectives and Performance Standards and establishes a strategic process to implement and monitor the programs and policies of the Authority. The Strategic Plan also provides the basis for the operating budget and ten-year capital improvement program.

Services

The Livermore Amador Valley Transit Authority provides local public transit services to the cities of Dublin, Livermore, and Pleasanton and to the adjacent unincorporated areas of Alameda County. The service area covers approximately 40 square miles and has approximately 220,469 residents. The service area is divided into two sub-areas: Pleasanton/Dublin and Livermore. Three miles of developing industrial and agricultural land separate these two sub-areas.

The Authority provides the following transportation services: Fixed Route (Wheels) Service, Bus Rapid Transit (Rapid) Service, and Demand Responsive Paratransit Service (Dial-A-Ride) to senior and disabled persons.

The Wheels Fixed Route system consists of the following services:

Wheels	Local and sub-regional fixed route system.
Rapid	Local and sub-regional bus rapid transit system
Shuttles	Local shuttles serving the ACE Rail and BART stations.

Wheels fixed route service runs 365 days a year. On an average weekday, the Authority's fixed route fleet carries an average of 5,751 passengers. Fixed route ridership had been increasing over the years since a FY2001-2005 drop; increasing again thru FY2008, flattening out in FY2009, decreasing in FY2010, and again flattening out in subsequent fiscal years. There was a 4.3% decrease from FY2013 to FY2014, and a 0.1% decrease from FY2014 to FY2015. Ridership decreased slightly in FY2016; at 1,648,811, it is less than a tenth of a percent decrease from FY2015. Passengers per hour, a measure of system efficiency, decreased slightly from 13.5 in FY2015 to 13.4 during the weekday in the current year.

LAVTA's Rapid service, launched in January 2011 features 15-minute service. The primary goal of the service is to connect major Tri-Valley employment, retail, medical, and civic locations with fast and efficient bus service. The Rapid features frequent service, limited bus stops, transit signal priority, improved bus stop amenities including real-time arrival signs, hybrid technology buses, and unique branding.

The Authority's fixed route service is supplemented by Dial-A-Ride paratransit service, which transported 58,798 mobility-impaired patrons in FY2016 on approved vehicles provided by the contracted paratransit provider. While the number of paratransit passengers decreased during the period from FY09 to FY12, the number of passengers has continued to increase over the last four years.

ACCOUNTING SYSTEM AND BUDGETARY CONTROLS

The Authority is accounted for as a single enterprise fund using the accrual method of accounting. In developing and evaluating the accounting system, emphasis is placed on the adequacy of internal accounting controls.

Internal Accounting Controls

Internal accounting controls are designed to provide reasonable, but not absolute, assurance regarding:

1. The safeguarding of assets against loss from unauthorized use or disposition; and
2. The reliability of financial records used in preparing financial statements and accounting for assets.

The concept of reasonable assurance recognizes that:

1. The cost of control should not exceed the benefits likely to be derived; and
2. The evaluation of costs and benefits requires estimates and judgments by management.

All internal control evaluations occur within the above framework. We believe that the Authority's internal accounting controls adequately safeguard assets and provide reasonable assurance of proper recording of financial transactions.

Cash Management

The Authority investment objectives are to minimize market risks while maintaining a competitive yield on its portfolio. The Authority's practice is to limit its investments to the State of California Local Agency Investment Fund (LAIF).

All cash deposits are either insured by the Federal Depository Insurance Corporation or collateralized by U.S. Government Securities. The depositories are required by State law to maintain a collateral pool of securities with market value in excess of 110% of the amount of the deposit.

Budgetary Controls

Although not legally required to do so, the Authority adopts an annual operating and capital budget. The Board of Directors has unlimited authority to approve or amend the adopted budget. The budget is based on Authority goals and objectives adopted annually by the Board of Directors as part of the budget process as well as the Strategic Plan originally adopted December 2005, and reviewed annually. The balanced budget, with adequate reserves to cover excess expenses over revenues, is adopted by resolution in June.

Budgetary control is maintained at the department level for each operating department and at the project level for each capital project. The Executive Director must authorize overruns within a department. Any overruns of the Authority as a whole require a budget revision and must be authorized by the Board of Directors.

Risk Management

On May 1, 2000, the Authority became a member of the California Transit Insurance Pool (CalTIP), a joint powers authority that provides annual general liability and physical damage coverage up to \$10,000,000 in the aggregate. The authority has a \$25,000 deductible for general liability claims and has a \$5,000 deductible for physical damage claims on vehicles valued over \$50,000 or operated by the Operations contractor, and \$500 on staff vehicles with a value of less than \$50,000. As a member of CalTIP the Authority has a seat on the governing board. The Board of Directors consists of representatives from all the member organizations.

In addition to the coverage provided through CalTIP, the Authority has commercial insurance coverage for property damage, boiler and machinery loss, and workers' compensation. Below is a summary of the Authority's current insurance program and related coverage.

<u>Insurance</u>	<u>Liability Limit</u>
Property	\$350,000,000
Inland Marine (valuable papers)	No-sublimit for Valuable Papers
Boiler and Machinery	\$25,000,000 per occurrence
Underground Storage Tank	\$1,000,000 Occurrence/\$1,000,000 Aggregate

The Authority's deductible amounts are \$10,000 or less.

Independent Audit

State law requires that independent auditors, selected by the Board of Directors, audit the financial statements of the Authority. The fiscal year ended June 30, 2016 audit was conducted by Maze & Associates and their report is included in the Financial Section. Maze & Associates has also audited the Authority's compliance with the Transportation Development Act, a state law governing the expenditure of Local Transportation Funds; and State Transit Assistance, the Single Audit Act and regulations, the law, rules and regulations governing expenditures of federal awards; Measure B, and Prop 1B Security and PTMISEA funds. The Auditors' reports on compliance are presented in the Compliance Section of this report. In all cases the Auditor's reports are "unqualified" meaning there were no compliance exceptions.

FISCAL YEAR IN REVIEW

LAVTA's FY16 Budget was \$16,383,345 million, which was 1.27% higher than FY15. For the sixth consecutive year, no fare increases were implemented. LAVTA was also able to comply with the Board's policy to maintain reserves equivalent to 3-6 months of operating costs.

FY16's major service highlight was the Comprehensive Operational Analysis. Prior to developing recommendations, existing ridership, on-time performance, travel patterns, and demographic data were analyzed. Public meetings, stakeholder meeting, an on-line survey, and a non-user household telephone survey all indicated that more frequent service, later service, and better connections to BART were some of the improvements desired most by riders and non-riders.

Initially, three scenarios were developed to illustrate how Wheels fixed-route service could operate in the future. After significant public comment, a preferred alternative was created that had four themes: (1) improve ridership and farebox recover ratio of the Rapid; (2) improve access to BART;

(3) reduce duplication of service; and (4) simplify the service. After public comment and a public hearing on May 2, 2016, the LAVTA Board approved the majority of system changes in the preferred alternative, with final approvals expected on June 6, 2016. The preferred alternative as approved is expected to increase ridership on Wheels between 5% and 10% over the first 18 months, with additional ridership gains being achieved through mass and targeted marketing.

The capital program had two areas of focus. First, LAVTA, through MTC and with the cooperation of other small operators in this area, implemented Clipper in the Wheels system. Equipment was installed at our facilities bases and on our buses. Second, LAVTA ordered twenty electric-hybrid buses scheduled to be received in 2017.

FY16 saw a continuation of the slow economic recovery. A multi-year federal transportation authorization bill known as FAST ACT was approved, providing a continuation of critical federal funds at a consistent level for the next six years. State and regional funding outlook remains relatively flat overall.

Fiscal Year 2015 Accomplishments

While the previous section summarizes the financial situation last year, this section describes the work accomplished in FY16. In addition to the on-going workload of the agency, staff was busy this year on the following issues and projects.

Policy Related Matters - adopted 2016 Legislative Program and participated in key legislation, including the approval of FAST ACT legislation at the federal level and axle weight limitations at the state level; participated in Stand Up 4 Transportation Event; initiated the first two meetings of the Altamont Regional Rail Working Group; 10-year Short Range Transit Plan Approved.

Fixed Route Service - for the first time in four years ridership on fixed routes increased in FY16; completed Comprehensive Operational Analysis and approved changes; completed the service change process and implemented changes in August 2015; completed the annual survey to assess customer satisfaction of fixed route services; negotiated revised rates for FY16 with MV Transportation; continued service to the Livermore July 4 fireworks event; provided expanded service to Livermore's ESS program; continued service to Pleasanton and Dublin summer school; extended Route 8 service during the Alameda County Fair.

Paratransit Service - completed the annual survey to assess customer satisfaction of paratransit services; completed second full year with MTM; significant ridership increases of 20% initiated work with MTM on trip negotiation, optimizing of trips, and eligibility interviews.

Capital Projects - rehabilitated 20 Rapid bus stops (replacement of glass and other repairs); implemented Clipper on Wheels bus system; continued work with Livermore staff to relocate the historic train depot; installed Viewpoint Software for improved management of bus system; in coordination with City of Livermore, reconstructed bus pull out at the Bankhead; replaced kiosks at Livermore Transit Center; purchased 20 hybrid diesel-electric replacement buses; onboard info stations installed on buses; in coordination with the City of Livermore and Dublin, repaired queue jumps; completed security camera project at Atlantis, Rutan Facility and Livermore TC

Marketing - developed and implemented marketing plan for FY16; redesigned Wheels website and improved social media reach; Wheels installed on Google Transit Trip Planner; installed art shelter at Westgate, Lawrence Livermore Lab; published updates to Wheels bus book; completed

the Try Transit campaign for middle and high school riders; High School Ambassador Program initiated; continued marketing efforts to promote the Rapid and Wheels fixed route service

Audits/Reviews - completed the FY14 Financial Audit (CAFR); completed the TDA Triennial Review

Financial Management - continued quarterly budget and grants status reports to the Board; received GFOA's Award of Excellence for Financial Reporting for FY15 CAFR; leased portion of Atlantis to Google for bus storage

Procurement - procured contracts for website redesign, rebranding study, on-call graphics consulting, design and printing of timetables, on-call zero emissions consultant, Atlantis vault construction, parking lot rehab, etc.; continued procurement process with Gillig for 2017 bus purchases

Regional Projects - implemented Clipper on Wheels bus system; participated with ACTC on Park and Ride Study and County Transit Study; participated with MTC in Plan Bay Area Update; participated in development of City of Livermore's Neighborhood Specific Plan; continued participation in APTA, CTA, and CalACT to promote and protect transit

Personnel - hired new Grants & Project Management Specialist; hired a new administrative assistant' continued to improve agency management practices

FUTURE OUTLOOK

LAVTA's FY17 Budget is \$17,323,890 which is 5.74% higher than FY16. The draft budget assumes LAVTA will provide 139,313 fixed route service hours and 58,848 paratransit trips. For the seventh consecutive year, no fare increases are proposed. The Budget for FY17 continues to comply with the Board's policy to maintain reserves equivalent to 3-6 months of operating costs.

FY17's major highlight will be the implementation of the bus system improvements from the Comprehensive Operational Analysis, which will result in performance base changes to the fixed route system, including a crucial need to improve the Rapid. Additionally, the agency will be conducting its first Long Range Transit Plan that will provide a multi-phase performance based blueprint of improvements for the next 30 years of fixed route service. The implementation of both these plans through a high level of public involvement will allow the agency to provide greater quality service and compete more effectively for discretionary funding in future years.

Medical Transportation Management continues to improve the agency's brokerage paratransit services and continues to deliver a high level of on-time performance and overall service.

LAVTA's capital program will have three areas of focus. First, LAVTA has made a 20-bus replacement order that it will take delivery in early FY17. Second, the agency will award a contract to a bus manufacturer for the purchase and replacement of 20 additional buses for FY18. And third, new farebox replacement will be initiated on Wheels buses in FY17.

As the transit agency enters into FY17, its activities will occur against the backdrop of an economy continuing to gain momentum after the Great Recession. FAST ACT, the recently approved federal transportation bill, provides relatively flat, but stable funding for the next six

years. State funding for transportation also remains relatively flat. However, at the local level the region's Metropolitan Planning Organization has restored Regional Measure 2 funding for Route 30 (The Rapid), derived from bridge toll fees, and will watch the performance of the route for future compliance with performance requirements. This is a sign of the times in which public transit must focus on improved performance or anticipate a reduction in funding.

Fiscal Year 2017 Goals

FY17 marks the tenth year of operations guided through the use of the Wheels Strategic Plan. The Wheels Strategic Plan establishes an overall vision and mission for Wheels and contains a series of goals and strategies to guide the future development of services and projects. Here's the goals and strategies and projects for FY17 as reviewed by the Board of Directors:

Goal: Service Development

Strategies:

- (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.

Projects:

- (1) Implement Changes to Wheels bus system from planning efforts
- (2) Complete the Long Range Transit Plan
- (3) Schedule Development
- (4) Fare Analysis
- (5) Continued participation with Altamont Regional Rail Working Group
- (6) Continued support and input with studies ongoing in the region

Goal: Marketing and Public Awareness

Strategies:

- (1) Implement the FY17 Marketing Plan
- (2) Finish and implement Phase I of Wheels Rebranding project
- (3) Create Wheels ECO pass program for business in the Tri-Valley

Projects:

- (1) Marketing for launch of system improvements and products
- (2) Promotion of new brands (complete Phase I of rebranding plan)
- (3) New phone app
- (4) V2.0 of Wheels website
- (5) New design for timetables
- (6) SmartTrips Santa Rita
- (7) Promotion of Rapid service and Easy Pass at Las Positas College
- (8) Promotion of new 580X
- (9) Promotion of new Wheels on Demand
- (10) Continued efforts with Try Transit and High School Ambassadors
- (11) Continued community outreach with a limited number of community events

Goal: Community and Economic Development

Strategies:

- (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 and requirements

Projects:

- (1) Las Positas College Easy Pass Program
- (2) Measure BB Student Transit Pass Program
- (3) Livermore Transit Center Historic Train Depot and future TOD Development
- (4) City of Livermore Ridership Development Study (coordination)

Goal: Regional Leadership

Strategies:

- (1) Advocate for local regional, state, and federal policies that support mission of Wheels
- (2) Support staff involvement in leadership roles representing regional, state and federal forums
- (3) Promote transit priority initiatives with member agencies
- (4) Support regional initiatives that support mobility convenience

Projects:

- (1) Advocate for positions taken by LAVTA on FY17 Legislative Plan
- (2) Continue to support Altamont Regional Rail Working Group
- (3) Active Signalization and Queue Jump Installations on Dublin Blvd

Goal: Organizational Effectiveness

Strategies:

- (1) Promote system wide continuous quality improvement
- (2) Continue to expand the partnership with contract staff
- (3) HR development with focus on employee quality of life and strengthening of technical resources
- (4) Enhance and improve organizational structures, processes and procedures
- (5) Develop policies that hold Board and staff accountable, providing clear direction through sound policy making decisions.

Projects:

- (1) Monitor the performance of Wheels bus system improvements
- (2) Create improved contract management process for fixed route operator, paratransit operator and bus stop repair and cleaning contractors.
- (3) Continue to emphasize and support training of employees to improve their technical expertise.

Goal: Financial Management

Strategies:

- (1) Develop budget in accordance with strategic plan
- (2) Explore and develop revenue generating opportunities
- (3) Maintain fiscally responsible long range capital and operating plans

Projects:

- (1) Approve FY17 budget with emphasis on growing ridership from bus system redesign
- (2) Achieve continuing recognition for financial management excellence
- (3) Develop path for long-term Easy Pass funding at Las Positas College, SmartTrips program, and Wheels On Demand

ECONOMIC CONDITION AND OUTLOOK

The Livermore Amador Valley, also called the Tri-Valley, is located on the eastern edge of Alameda County, the seventh largest county in California. The cities of Livermore, Dublin and Pleasanton surpassed 200,000 total residents according to 2010 Census data. According to the Metropolitan Transportation Commission's (MTC) 2040 Plan Bay Area Transportation Plan released in 2013, the population of Alameda County is expected to grow by 32% between 2010 and 2040. Employment is projected to grow by 33%. The senior population is another area of fast growth as the Baby Boomer generation ages; between 2010 and 2040 the senior population is projected to grow 83%. The number of low-income households (defined as households with less than \$42,700 annual income in 2007 dollars) will decrease by 3% during the forecast period.¹

The Tri-Valley cities have a lower unemployment rate than other cities in Alameda County, the state, and the nation. Statistics for 2014 show that unemployment rates in Tri-Valley cities are: Dublin – 2.9%, Livermore – 3.1%, and Pleasanton – 3.6%, compared to the county-wide figure of 4.6%.² The percentage of unemployed residents has declined since 2010.

At the end of FY 2009, in the face of the economic recession and declining revenues, the Authority reduced service by 25% and immediately saw a decrease in ridership of approximately the same percentage. Since then the Agency has made efforts to gradually restore service hours and has conducted a comprehensive operations analysis resulting in changes in service during FY17. For FY 2017 the Agency will provide 139,313 fixed route service hours and 58,848 paratransit trips. The challenge for the Authority moving forward will be to retain current riders and service levels and continue to plan services that appeal to a market beyond the transit-dependent population and attracting a greater share of “choice” riders.

AWARDS AND ACKNOWLEDGEMENTS

Awards

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the Livermore Amador Valley Transit Authority for its comprehensive annual financial report for the fiscal year ended June 30, 2015. This was the twentieth consecutive year that the Authority has achieved this prestigious award. In order to be awarded a Certificate of Achievement, a government entity must publish an easily readable and efficiently organized Comprehensive Annual Financial Report. This Report must satisfy both generally accepted accounting principles and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year only. We believe our current Comprehensive Annual Financial Report continues to meet the Certificate of Achievement Program's requirements, and we are submitting it to GFOA to determine its eligibility for another certificate.

¹ Source: Travel Forecasts Data Summary, 2040 Plan Bay Area Transportation Plan for the San Francisco Bay Area, July 2013

² Source: Employment Development Department, Monthly Labor Force Data for Cities and Census Designated Places (CDP), August 2016 - Preliminary

Acknowledgments

The preparation of this report required the dedicated efforts of the Authority's staff. We also gratefully recognize Maze & Associates for their timely audit and expertise on the preparation of this Comprehensive Annual Financial Report. Finally, we would like to thank the Board of Directors for its commitment and support in the development of a strong financial system.

Executive Director

Director of Administrative Services

Michael Tree

Beverly Adamo

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

PRINCIPAL OFFICIALS

June 30, 2016

Board of Directors

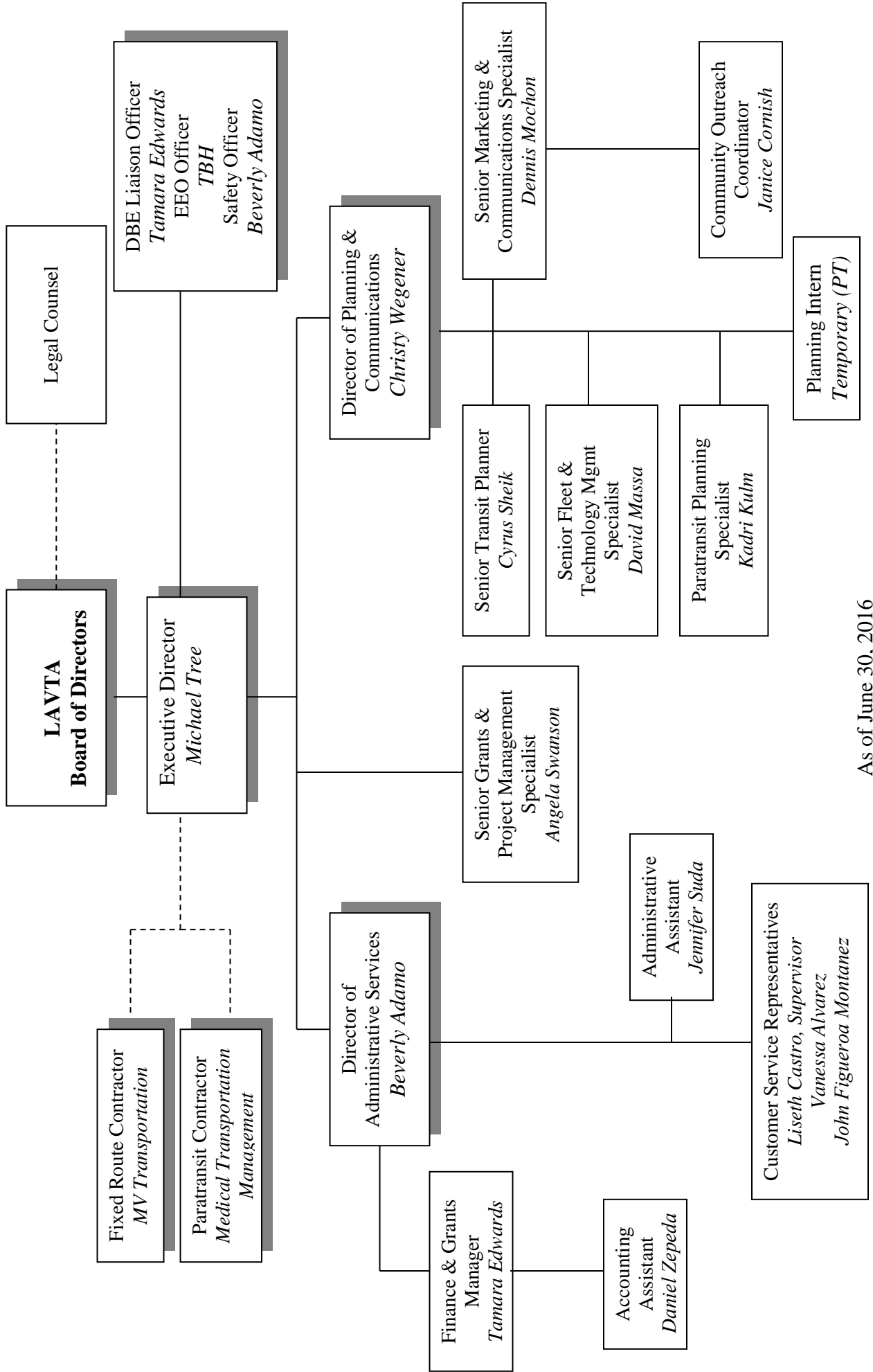
Chair	Don Biddle, Councilmember, City of Dublin
Vice Chair.....	Steven Spedowfski, Councilmember, City of Livermore
Member	Karla Brown, Vice Mayor, City of Pleasanton
Member	Jerry Pentin, Councilmember, City of Pleasanton
Member	David Haubert, Mayor, City of Dublin
Member	Laureen Turner, Vice Mayor, City of Livermore
Member	Scott Haggerty, Supervisor, Alameda County

Staff

Executive Director	Michael Tree
Director of Administrative Services	Beverly Adamo
Director of Planning & Communications.....	Christy Wegener
Finance & Grants Manager	Tamara Edwards
Senior Transit Planner	Cyrus Sheik
Senior Marketing & Communications Specialist	Dennis Mochon
Senior Fleet & Technology Management Specialist	David Massa
Paratransit Planner	Kadri Kulm
Senior Grants & Project Management Specialist	Angela Swanson
Accounting Assistant.....	Daniel Zepeda
Administrative Assistant	Jennifer Suda
Community Outreach Coordinator	Janice Cornish
Customer Service Supervisor	Liseth Castro
Customer Service Representative.....	Vanessa Moreno
Customer Service Representative.....	John Figueroa Montanez

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

Organizational Chart



As of June 30, 2016



Government Finance Officers Association

**Certificate of
Achievement
for Excellence
in Financial
Reporting**

Presented to

**Livermore/Amador Valley
Transit Authority, California**

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

June 30, 2015

Executive Director/CEO

2

FINANCIAL
SECTION

INDEPENDENT AUDITOR'S REPORT

To the Honorable Members of the Board of Directors
Livermore Amador Valley Transit Authority
Livermore, California

Report on Financial Statements

We have audited the accompanying financial statements of each major fund of the Livermore Amador Valley Transit Authority (Authority) as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements as listed in the Table of Contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Authority's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of each major fund of the Authority as of June 30, 2016 and the respective changes in financial position and cash flows thereof listed as part of the basic financial statements for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Change in Accounting Principles

Management adopted the provisions of Governmental Accounting Standards Board Statement No. 72, *Fair Value Measurement and Application*, which became effective during the year ended June 30, 2016 as discussed in Note 1H to the financial statements.

The emphasis of this matter does not constitute a modification to our opinion.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis and other Required Supplementary Information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Authority's basic financial statements as a whole. The Introductory Section, Supplementary Information, and Statistical Section as listed in the Table of Contents are presented for purposes of additional analysis and are not required parts of the basic financial statements.

The Supplementary Information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Supplementary Information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The Introductory and Statistical Sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 26, 2016, on our consideration of the Authority's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority's internal control over financial reporting and compliance.

Report on Summarized Comparative Information

We have previously audited the Authority's 2015 financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated October 26, 2016. In our opinion, the summarized comparative information as of and for the year ended June 30, 2016 is consistent, in all material respects, with the audited financial statements from which it has been derived.

Maze + Associates

Pleasant Hill, California
October 26, 2016

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MANAGEMENT DISCUSSION AND ANALYSIS

For the Year Ended June 30, 2016

The Livermore/Amador Valley Transit Authority is required to prepare financial statements in accordance with Government Accounting Standards Board Statement Number 34 (GASB 34) beginning with the fiscal year ended June 30, 2004. GASB 34 required changes to the traditional financial statements and disclosures, and required the preparation of a Management Discussion and Analysis (MD&A)— a narrative overview and analysis of the financial activities of the Authority for each fiscal year. This MD&A is for the fiscal year ended June 30, 2016.

GASB 34 requires the format of Authority-wide financial statements, which are contained in the Financial Section of the accompanying report. These Authority-wide statements include a Statement of Net Position and a Statement of Revenues, Expenses and Changes in Net Position. The Statement of Net Position presents information on all of the Authority's assets and liabilities with the difference of the assets minus the liabilities being the Authority's Net Position. The Statement of Revenues, Expenses and Changes in Net Position summarizes how the Authority's Net Position have changed over the fiscal year.

Page references are to the attached fiscal year ended June 30, 2016 basic financial statements.

Background and Overview of the Presentation of the Financial Statements

The Authority's basic financial statements are comprised of four parts:

1. The Independent Auditor's Report
2. The Management Discussion and Analysis
3. The Basic Financial Statements
4. The Notes to the Financial Statements

1. *The Independent Auditor's Report.* This is an annual report prepared by the auditor to accompany the financial statements.

2. *Management Discussion and Analysis (MD&A).* This report accompanies the GASB34 compliant financial statements. The MD&A must include:

- A brief explanation of the presentation that makes up the basic financial statements and the relationship of one statement to another.
- Condensed financial information, allowing comparison of current and prior fiscal periods.
- Analysis of the Authority's overall financial position (Statement of Net Position), and results of operations (Statement of Revenues, Expenses and Changes in Net Position).
- Analysis of balances and transactions of major individual funds.
- Significant capital asset and long-term debt activity.
- Any facts, decisions, or conditions known at the close of audit fieldwork that is expected to have a significant effect on the financial position or results of operations.

3. *Basic Financial Statements.* The basic Authority-wide financial statements are prepared under a set of rules referred to by their regulatory identifier, GASB 34. The Authority-wide financial statements are designed to provide a broader overview of the Authority's financial position, using an accounting basis similar to the model used in prior years.

The Statement of Net Position summarizes the Authority's assets and liabilities, with the difference of the two reported as Net Position (rather than equity). The Statement of Net Position is designed to provide information about the financial position of the Authority as a whole, including all of its capital assets and long-term liabilities, on a full accrual basis of accounting, similar to the accounting model used by private sector firms. Over time, increases or decreases in Net Position could serve as an indication of whether the overall financial position of the Authority is stable.

The following table summarizes the Net Position of governmental activities as of June 30, 2016 and June 30, 2015:

Table 1

Statement of Net Position	Year Ending 6/30/2016	Year Ending 6/30/2015
Assets and Deferred Outflows:		
Cash and investments	\$6,410,503	\$9,173,259
Receivables	2,590,362	1,196,840
Capital assets (depreciated)	36,091,212	38,592,234
Deferred Outflows	<u>132,891</u>	<u>174,005</u>
Total assets and Deferred outflows	<u>45,224,968</u>	<u>49,136,338</u>
Liabilities and Deferred Inflows:		
Accounts/Claims payable	2,954,527	1,804,427
Due to LTF	5,866,550	8,234,284
Net Pension Liability	634,007	617,185
Deferred inflows	<u>\$103,992</u>	<u>\$235,023</u>
Total liabilities and deferred inflows	<u>9,559,076</u>	<u>10,890,919</u>
Net Position:		
Invested in capital assets, net of related debt	<u>35,665,892</u>	<u>38,245,419</u>
Total restricted Net Position	<u>35,665,892</u>	<u>38,245,419</u>

Assets and Deferred Outflows

Total assets and deferred outflows amounted to \$45,224,968 consisting of \$9,000,865 in current assets such as cash and accounts receivable, \$36,091,212 in capital assets primarily vehicles and facilities including furnishings and equipment, and \$132,891 in pension related deferred outflows. Notes 2, 3, and 8 further describe Cash and Investments, Capital Assets and Pension related expenses, liabilities, and deferred inflows/outflows of resources related to pensions. In the fiscal year ended June 30, 2016 the capital projects below were ongoing:

Bus Shelters and Stops

The Authority is in the process of repairing, renovating, and improving the older bus shelters within the system.

Atlantis Facility

The Authority is working to install the final piece of the Fuel and Wash Facility phase of the Atlantis location. Additional phases will be started once funding is identified.

TPI Project

LAVTA has partnered with the City of Dublin in a project that will include adaptive signal control technology, queue jumps, and a mobile real time bus arrival app. The goal of this project is to decrease trip times along Dublin Blvd. and improve the transit passenger's experience.

Bus Replacement

In FY 2017 LAVTA will be replacing twenty fixed route vehicles that have reached the end of their useful lives. Although the buses will be received and put into service in FY 2017, expenses were incurred in FY 2016 as part of the procurement process as well as inspection of the buses before delivery.

Liabilities and Deferred Inflows

Liabilities and deferred inflows totaled 9,559,076 consisting primarily of accounts payable and money due to the LTF. Local Transportation Funds are held at the county and are available to the Authority for future capital and operating needs. The legislated requirement that all Local Transportation Funds be held at the county on behalf of the Authority causes the agency's financial position to look weaker than it would if those reserves were included in the agency's assets. At fiscal year end the agency had an estimated \$9,767,233 in reserves.

Net Position

Change of Net Position was (\$2,579,527) this decrease in Net Position is due to depreciation on existing capital assets in excess of addition to capital assets.

The Statement of Revenues, Expenses and Change in Net Position provides information about the Authority's revenues and expenses on the full accrual basis, with an emphasis on measuring the net revenues or expenses for each of the Authority's main activities. The Statement of Revenues, Expenses and Change in Net Position explains in detail the change in Net Position for a given year. The amounts in the Statement of Revenues, Expenses and Change in Net Position represent two programs: fixed route and paratransit. The Basic Financial Statements divide all revenues and expenses by program. The analysis in this discussion applies to both programs.

The following table summarizes the Statement of Revenues, Expenses and Change in Net Position, or the change in Net Position of governmental activities, for the year ended June 30, 2016 and June 30, 2015:

Table 2
Statement of Revenues, Expenses and Change in Net Position

	Year Ending 6/30/2016	Year Ending 6/30/2015
EXPENSES		
Expenses, non-capital		
Board of Directors	\$12,400	\$13,900
Executive Director	286,187	267,874
Administrative Services	1,626,818	1,463,419
Planning	872,266	549,575
Marketing	380,240	308,716
Operations	<u>12,354,542</u>	<u>11,764,743</u>
Total Expenses, non-capital	<u>15,532,453</u>	<u>14,368,227</u>
Expenses, capital		
Depreciation	2,851,726	3,593,338
Total Expenses, capital	2,851,726	3,593,338
Total expenses	<u>18,384,179</u>	<u>17,961,565</u>
REVENUES		
Program operating revenues:		
Fare and contract revenues	\$2,239,549	\$2,253,853
Advertising and ticket concessions	207,674	307,378
Total operating revenues	2,447,223	2,561,231
Non-operating revenues, non-capital:		
Operating grants and contributions	13,085,230	11,806,996
Total non-operating revenues, non-capital	<u>13,085,230</u>	<u>11,806,996</u>
Total non-capital revenues	<u>15,532,453</u>	<u>14,368,227</u>
Net Loss Before Capital Contributions	2,851,726	3,593,338
Non-operating revenues, capital		
Gain (Loss) on Disposal of Equipment	<u>(0)</u>	<u>(153,065)</u>
Total Gain (Loss)	<u>(0)</u>	<u>(153,065)</u>
Net non-operating revenues before capital contributions (grants)		
	<u>13,085,230</u>	<u>11,653,931</u>
Capital grants, net		
Total capital grants, net	<u>272,199</u>	<u>449,943</u>
Total revenues	<u>\$15,804,652</u>	<u>\$14,818,170</u>
CHANGE IN NET POSITION		
Net Position, beginning	<u>38,245,419</u>	<u>41,541,879</u>
Net Position, ending	<u>35,665,892</u>	<u>38,245,419</u>

Expenses

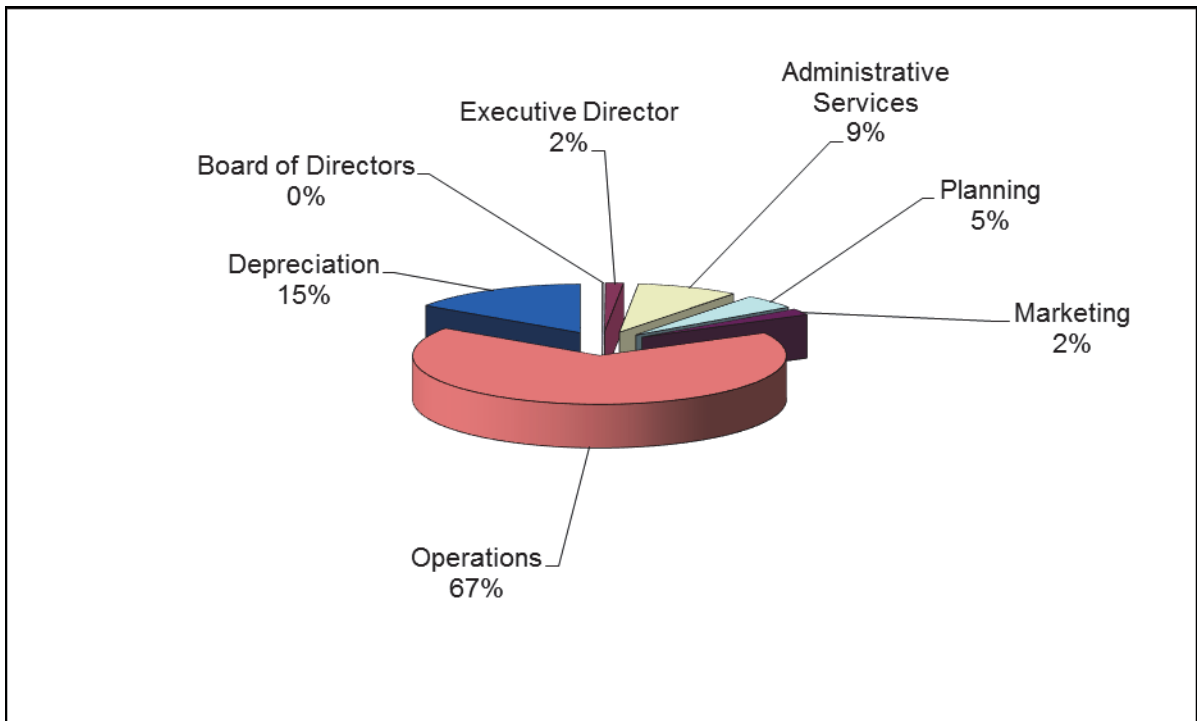
Total expenses including depreciation (which was \$2,851,726) were \$18,384,179 in the fiscal year ending June 30, 2016. Adjusting for depreciation this was an 8.1% increase over the prior year. The increase in expenses was driven by a number of factors, including contract increases for the purchased transportation providers and the costs associated with the Comprehensive Operational Analysis (COA) which will conclude in FY 2017, although, the majority of the research and preparation was done during FY 2016.

Expenses, excluding depreciation, are sorted by department. A brief description of each department's function is as follows:

- *Board of Directors* All the costs associated with the Board of Directors including their stipends and professional development expenses are charged to this department.
- *Executive Director* The Executive Director is responsible for the general supervision of the administration of the transit system. All costs associated with this position are accounted for in this cost center. The majority of the expenses charged to this department are the Executive Director's salary and benefits.
- *Administrative Services* Specific department responsibilities include: preparation of operating and capital budgets; financial reporting and analysis; oversight of all financial and compliance audits and preparation of the Comprehensive Annual Financial Report (CAFR); human resources management; procurement oversight; administration of federal, state, and local operating and capital grants; securing federal, state and local grants, monitoring of Authority's comprehensive insurance program; fixed asset management; facilities maintenance; fare and revenue collection; customer service, and general office administration. Significant costs charged to this department are salary and benefits for the eight accounting, grants, administrative and customer service positions, as well as utilities and facility maintenance expenses.
- *Planning* This department plans, organizes, directs, and implements the Authority's short and long-range planning programs. This department is also responsible for transit development functions including capital improvement programs, route planning and scheduling, collection and evaluation of operations data, oversight of information technology support, implementation and monitoring of ADA services. Primary costs in this department are for salary and benefits for four positions.
- *Marketing* The Marketing Department is responsible for planning, organizing, directing, and implementing the Authority's marketing and community outreach programs. In addition to salary and benefits for two employees all printing, advertising, and outside marketing services are charged to this department.

- *Operations* This department is responsible for operating and maintaining fixed route, and Dial-A-Ride paratransit service. Fixed Route services are currently provided under contract by MV Transportation, Inc., and Dial-a-Ride is provided under contract with Medical Transportation Management, both are private transit services providers. In addition to the cost of purchased transportation, liability insurance, and fuel are significant costs attributed to this department.
- *Depreciation* is the final category of expenses. This is the current year depreciation on existing capital assets calculated on a straight-line basis.

A historical comparison of expenses by department is also included in the statistical section of this report. Below are the percentages by department for the fiscal year ending June 2016.



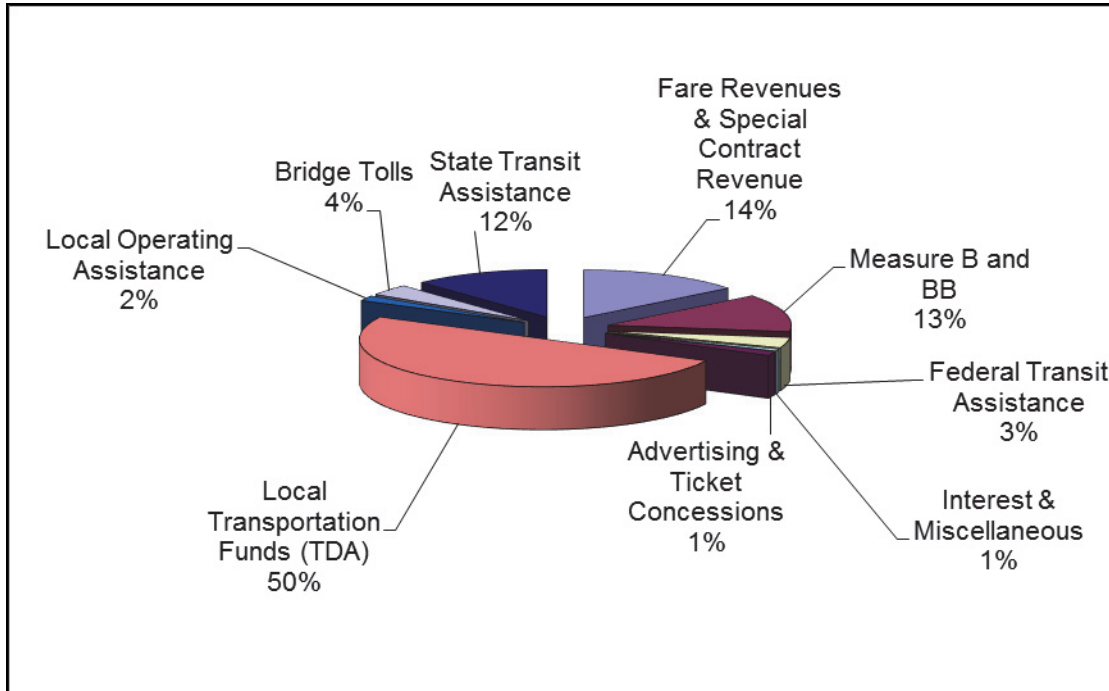
Revenues

The Authority's primary source of operating revenue is Transportation Development Act (TDA) Article 4.0 and 4.5 funds. In FY16, TDA accounted for 50% of total operating revenue. The rest of the revenue is comprised of Federal Transit Assistance, Passenger Fares, State Transit Assistance, Measures B, and BB, Bridge Tolls, Advertising and Ticket Concessions, and Interest.

Federal operating funds accounted for \$536,514 or 3% of the total; this is a decrease over the prior year.

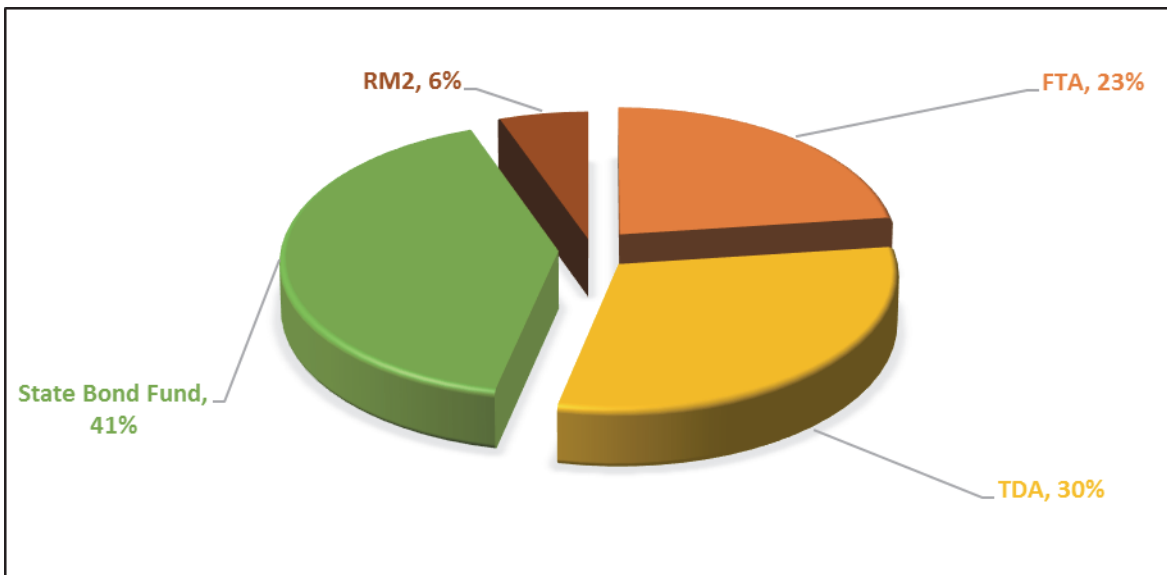
Revenue generated from operations (farebox, contract, and advertising revenues) decreased slightly from the prior year.

The statistical section of this report presents all the revenue sources by year for the previous ten years. Below are percentages by funding source for the fiscal year ending June 2016.



Capital Contributions

Capital contributions in the fiscal year ending June 2016 were \$272,199 which is a decrease over the capital contributions for the fiscal year ending June 30, 2015 of \$177,744. The decrease in capital contributions is attributed to the decrease in capital spending, brought on by the gearing up for a major bus purchase in FY17. Below are percentages by capital funding source for the fiscal year ending June 2016.



4. *Notes to the Financial Statements*

The notes provide additional information that is important to a full understanding of the data provided in the Authority-wide, and the traditional fund-based, financial statements.

Finally, there were no facts, decisions, or conditions known at the close of fieldwork that are expected to have a significant effect on the financial position or results of operations.

Contacting Authority Management

These Basic Financial Statements are intended to provide citizens, taxpayers, investors, and creditors with a general overview of the Authority's finances. Questions about this Report should be directed to the Authority, at Livermore Amador Valley Transit Authority, 1362 Rutan Court, Suite 100, Livermore, CA 94551.

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
STATEMENT OF NET POSITION
JUNE 30, 2016
WITH SUMMARIZED TOTALS AS OF JUNE 30, 2015

	2016			2015 Totals
	Fixed Route Program	Paratransit Program	Totals	
ASSETS				
Current Assets				
Cash and investments (Note 2)	\$6,410,503		\$6,410,503	\$9,173,259
Receivables:				
Accounts	1,502,561	\$462,622	1,965,183	651,394
Capital grants	178,776		178,776	466,731
Due from other fund (Note 11)	222,031		222,031	
Prepaid expenses	222,733	1,639	224,372	78,715
Total current assets	<u>8,536,604</u>	<u>464,261</u>	<u>9,000,865</u>	<u>10,370,099</u>
Noncurrent Assets				
OPEB Asset (Note 10)	425,321		425,321	346,815
Capital Assets (Note 3):				
Land and construction in progress	26,761,995		26,761,995	26,591,294
Depreciable assets	46,795,793	40,452	46,836,245	50,537,518
Subtotal capital assets	73,557,788	40,452	73,598,240	77,128,812
Less: accumulated depreciation	(37,904,341)	(28,008)	(37,932,349)	(38,883,393)
Capital assets, net	<u>35,653,447</u>	<u>12,444</u>	<u>35,665,891</u>	<u>38,245,419</u>
Total noncurrent assets	<u>36,078,768</u>	<u>12,444</u>	<u>36,091,212</u>	<u>38,592,234</u>
Total Assets	<u>44,615,372</u>	<u>476,705</u>	<u>45,092,077</u>	<u>48,962,333</u>
DEFERRED OUTFLOWS OF RESOURCES				
Pension related (Note 8)	132,891		132,891	174,005
LIABILITIES				
Current Liabilities				
Due to other funds (Note 11)		222,031	222,031	
Accounts payable and accrued liabilities	632,076	242,229	874,305	528,408
Claims payable (Note 1E)	175,124		175,124	130,058
Total current liabilities	807,200	464,260	1,271,460	658,466
Noncurrent Liabilities				
Unearned revenues (Note 6)	1,683,067		1,683,067	1,145,961
Due to LTF Operating (Note 4)	5,866,550		5,866,550	8,234,284
Net pension liability (Note 8)	634,007		634,007	617,185
Total noncurrent liabilities	<u>8,183,624</u>		<u>8,183,624</u>	<u>9,997,430</u>
Total Liabilities	<u>8,990,824</u>	<u>464,260</u>	<u>9,455,084</u>	<u>10,655,896</u>
DEFERRED INFLOWS OF RESOURCES				
Pension related (Note 8)	103,992		103,992	235,023
NET POSITION				
Net investment in capital assets (Note 7)	35,653,447	12,445	35,665,892	38,245,419
Total Net Position	<u>\$35,653,447</u>	<u>\$12,445</u>	<u>\$35,665,892</u>	<u>\$38,245,419</u>

See accompanying notes to basic financial statements

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
FOR THE YEAR ENDED JUNE 30, 2016
WITH SUMMARIZED TOTALS FOR THE YEAR ENDED JUNE 30, 2015

	2016			2015 Totals
	Fixed Route Program	Paratransit Program	Totals	
PROGRAM OPERATING REVENUES				
Fare revenues	\$1,647,069	\$196,223	\$1,843,292	\$1,956,417
Special contract revenue	359,954	36,303	396,257	297,436
Advertising and ticket concessions	207,674		207,674	307,378
Total program operating revenues	<u>2,214,697</u>	<u>232,526</u>	<u>2,447,223</u>	<u>2,561,231</u>
PROGRAM OPERATING EXPENSES				
Board of Directors	11,160	1,240	12,400	13,900
Executive Director	286,187		286,187	267,874
Administrative services	1,613,680	13,138	1,626,818	1,463,419
Planning	704,128	168,138	872,266	549,575
Marketing	380,240		380,240	308,716
Operations	10,560,091	1,794,451	12,354,542	11,764,743
Depreciation (Note 3)	2,848,613	3,113	2,851,726	3,593,338
Total program operating expenses	<u>16,404,099</u>	<u>1,980,080</u>	<u>18,384,179</u>	<u>17,961,565</u>
PROGRAM OPERATING LOSS	<u>(14,189,402)</u>	<u>(1,747,554)</u>	<u>(15,936,956)</u>	<u>(15,400,334)</u>
NON-OPERATING REVENUES (EXPENSES)				
Interest and miscellaneous	99,315		99,315	90,673
Local Transportation Funds 4.0	6,855,683	775,594	7,631,277	5,878,069
Local Transportation Funds 4.5		129,379	129,379	123,138
State Transit Assistance	1,815,543	47,368	1,862,911	1,876,877
Local Operating Assistance	263,750		263,750	176,611
FTA operating assistance	191,174	345,340	536,514	894,942
Local Sales Tax/Measure B and BB funds:				
Allocations	882,056	166,946	1,049,002	1,009,539
Measure B grants				1,000,000
Measure BB grants	652,432	279,814	932,246	176,311
Bridge tolls	580,836		580,836	580,836
Gain (Loss) on disposal of equipment				(153,065)
Net non-operating revenues, before capital contributions (grants)	<u>11,340,789</u>	<u>1,744,441</u>	<u>13,085,230</u>	<u>11,653,931</u>
Capital contributions (grants) (Note 6):				
FTA capital assistance	62,522		62,522	86,710
Local Transportation Funds 4.0	82,892		82,892	213,514
State Bond Fund - Prop 1B	111,765		111,765	111,868
Bridge tolls	15,020		15,020	37,851
Total capital contributions (grants)	<u>272,199</u>		<u>272,199</u>	<u>449,943</u>
Net non-operating revenues and contributions	<u>11,612,988</u>	<u>1,744,441</u>	<u>13,357,429</u>	<u>12,103,874</u>
Change in net position	(2,576,414)	(3,113)	(2,579,527)	(3,296,460)
NET POSITION,				
Beginning of Year	<u>38,229,861</u>	<u>15,558</u>	<u>38,245,419</u>	<u>41,541,879</u>
End of Year	<u>\$35,653,447</u>	<u>\$12,445</u>	<u>\$35,665,892</u>	<u>\$38,245,419</u>

See accompanying notes to basic financial statements

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED JUNE 30, 2016
WITH SUMMARIZED TOTALS FOR THE YEAR ENDED JUNE 30, 2015

	2016			2015 Totals
	Fixed Route Program	Paratransit Program	Totals	
CASH FLOWS FROM OPERATING ACTIVITIES				
Receipts from customers	\$1,363,395	\$232,526	\$1,595,921	\$2,810,477
Payments to vendors	(11,623,498)	(1,811,588)	(13,435,086)	(12,866,991)
Payments to and on behalf of employees	(1,798,123)	(132,443)	(1,930,566)	(1,529,207)
Net cash provided (used) by operating activities	<u>(12,058,226)</u>	<u>(1,711,505)</u>	<u>(13,769,731)</u>	<u>(11,585,721)</u>
CASH FLOWS FROM INVESTING ACTIVITIES				
Interest on investments	99,315		99,315	90,673
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES				
Local Transportation Funds 4.0	4,487,949	775,594	5,263,543	8,794,956
Local Transportation Funds 4.5		129,379	129,379	123,138
State Transit Assistance	1,815,543	47,368	1,862,911	1,876,877
TFCA	263,750		263,750	176,611
FTA operating assistance	191,174	24,455	215,629	894,942
Local sales tax/Measure B and BB funds	1,534,488	446,760	1,981,248	2,185,850
Bridge tolls	580,836		580,836	580,836
Interfund payments	(222,031)		(222,031)	
Interfund receipts		222,031	222,031	
Net cash provided by noncapital and financing activities	<u>8,651,709</u>	<u>1,645,587</u>	<u>10,297,296</u>	<u>14,633,210</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES				
Purchase of capital assets	(272,199)		(272,199)	(449,943)
Capital grants received:				
FTA capital assistance	86,709		86,709	119,315
Local Transportation Funds 4.0	224,053		224,053	767,346
State Transit Assistance				45,785
State Bond Fund - Prop 1B	533,950		533,950	823,533
Bridge Tolls	37,851		37,851	
Net cash provided (used) by capital and related financing activities	<u>610,364</u>		<u>610,364</u>	<u>1,306,036</u>
NET CASH FLOWS	<u>(2,696,838)</u>	<u>(65,918)</u>	<u>(2,762,756)</u>	<u>4,444,198</u>
CASH AND INVESTMENTS AT BEGINNING OF YEAR	<u>9,107,341</u>	<u>65,918</u>	<u>9,173,259</u>	<u>4,729,061</u>
CASH AND INVESTMENTS AT END OF YEAR	<u><u>\$6,410,503</u></u>	<u><u>65,918</u></u>	<u><u>\$6,410,503</u></u>	<u><u>\$9,173,259</u></u>
Reconciliation of operating loss to net cash provided (used) by operating activities:				
Operating loss	(\$14,189,402)	(\$1,747,554)	(\$15,936,956)	(\$15,400,334)
Adjustments to reconcile operating loss to net cash provided by operating activities:				
Depreciation	2,848,613	3,113	2,851,726	3,593,338
Increase (decrease) in:				
Accounts receivable	(778,207)		(778,207)	314,662
Prepaid expenses	(144,138)	(1,519)	(145,657)	98,797
OPEB Asset	(78,506)		(78,506)	(104,843)
Accounts payable	311,443	34,455	345,898	19,552
Claims payable	45,066		45,066	(41,477)
Net pension liability, related deferred inflows, net of deferred outflows	(73,095)		(73,095)	(65,416)
Net cash provided (used) by operating activities	<u><u>(\$12,058,226)</u></u>	<u><u>(\$1,711,505)</u></u>	<u><u>(\$13,769,731)</u></u>	<u><u>(\$11,585,721)</u></u>

See accompanying notes to basic financial statements

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LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
NOTES TO BASIC FINANCIAL STATEMENTS
For The Year Ended June 30, 2016

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. General

Livermore/Amador Valley Transit Authority (Authority), which was established in 1985, is a Joint Powers Agency formed by the County of Alameda, and the Cities of Dublin, Livermore and Pleasanton to provide transportation services within the Cities' limits and portions of the unincorporated County. The Authority is doing business under the name of "Wheels" and operates two transportation programs:

Fixed Route Program - The Authority operates buses, which follow fixed routes and times throughout the Authority's service area and are available to anyone able to pay the fare.

Paratransit Program - The Authority operates a "dial-a-ride" program for disabled persons pursuant to requirements of the Americans With Disability Act (ADA).

None of these operations generate sufficient fares, special contract, advertising and ticket concessions revenues to cover the operating expenses. Expenses incurred in excess of these revenues, interest and other revenues are reimbursed with grant funds. The programs are subsidized by the Metropolitan Transportation Commission, which is the regional coordinating agency for State of California Transportation Development Act grants and the United States Department of Transportation with Federal Transit Administration Grants.

Capital and planning grants are reimbursement based. Operating grants are advanced quarterly and/or monthly based on reserves; any grant funds received in excess of operating expenses, net of other revenues, must be returned to the grantor.

The following is a summary of significant accounting policies of the Authority, which conform with generally accepted accounting principles applicable to governments in the United States of America.

B. Fund Accounting

The Authority is accounted for as an enterprise fund. This fund is a set of self-balancing accounts, which comprise its assets, liabilities, net position, revenues and expenses.

C. Basis of Accounting

Basis of accounting refers to when revenues and expenses are recognized. The Authority is accounted for using the accrual basis of accounting, under which revenues are recognized when they are earned and expenses are recognized when they are incurred. The Authority follows Governmental Accounting Standards Board Statements.

Non-exchange transactions, in which the Authority gives or receives value without directly receiving or giving equal value in exchange, include taxes, grants, entitlements, and donations. On an accrual basis, revenue from grants, entitlements, and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied.

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
NOTES TO BASIC FINANCIAL STATEMENTS
For The Year Ended June 30, 2016

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

D. Basis of Presentation

The Authority's Basic Financial Statements are prepared in conformity with accounting principles generally accepted in the United States of America. The Government Accounting Standards Board is the acknowledged standard setting body for establishing accounting and financial reporting standards followed by governmental entities in the U.S.A.

The Authority reports the following major proprietary (enterprise) funds:

Fixed Route Program - The Authority operates buses, which follow fixed routes and times throughout the Authority's service area and are available to anyone able to pay the fare.

Paratransit Program - The Authority operates a "dial-a-ride" program for disabled persons pursuant to requirements of the Americans With Disability Act (ADA).

Proprietary funds distinguish *operating* revenues and expenses from *nonoperating* items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operation. The principal operating revenues of the Authority are charges to customers for farebox revenues. The Authority's *operating* revenues, such as charges for services, result from exchange transactions associated with the principal activity of the Authority. Operating expenses for enterprise funds include the cost of sales and services, administrative expenses, and depreciation on assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

E. Risk Management

The Authority requires its operations contractor to provide general liability coverage and workers compensation coverage for its employees. The Authority also provides unemployment benefits to terminated employees in accordance with state law. The Authority has a commercial insurance policy for workers compensation coverage of its employees. The Authority has no deductible for this coverage.

On May 1, 2000, the Authority became a member of the California Transit Insurance Pool (CALTIP), a joint powers authority that provides annual general liability and physical damage coverage up to \$10,000,000. The Authority has a \$25,000 deductible for general liability claims, a \$5,000 deductible for physical damage claims on vehicles valued over \$50,000 and a \$2,500 deductible for physical damage claims on vehicles with a value less than \$50,000.

CALTIP is governed by a board consisting of representatives from member municipalities. The board controls the operations of CALTIP, including selection of management and approval of operating budgets, independent of any influence by member municipalities beyond their representation on the Board.

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
NOTES TO BASIC FINANCIAL STATEMENTS
For The Year Ended June 30, 2016

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

The Authority's premiums are based upon the following factors: claims history, total payroll, the Authority's exposure, the results of an on-site underwriting inspection, total insurable values, and employee classification ratings. Actual surpluses or losses are shared according to a formula developed from overall loss costs and spread to member entities on a percentage basis after a retrospective rating which generally occurs in the third year after the completion of the program year.

Claims payable activity is presented below. The outstanding balance is expected to be paid within the next fiscal year.

	2015-2016	2014-2015
Balance, July 1	\$130,058	\$171,535
Net change in liability for claims and claims paid but not reported	637,535	344,954
Claims paid	(592,469)	(386,431)
Balance, June 30	\$175,124	\$130,058

Settlements have not exceeded insurance coverage in the past three years.

F. Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles (GAAP) requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

G. Deferred Inflow/Outflow of Resources

In addition to assets, the statement of net position reports a separate section for deferred outflows or resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position or fund balance that applies to a future period(s) and so will *not* be recognized as an outflow of resources (expenses/expenditure) until then.

In addition to liabilities, the statement of net position reports a separate section for deferred inflows or resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position or fund balance that applies to a future period(s) and so will *not* be recognized as an inflow of resources (revenue) until that time.

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
NOTES TO BASIC FINANCIAL STATEMENTS
For The Year Ended June 30, 2016

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

H. Fair Value Measurements

Fair value is defined as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. The Authority categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The fair value hierarchy categorizes the inputs to valuation techniques used to measure fair value into three levels based on the extent to which inputs used in measuring fair value are observable in the market.

Level 1 inputs are quoted prices (unadjusted) in active markets for identical assets or liabilities.

Level 2 inputs are inputs – other than quoted prices included within level 1 – that are observable for an asset or liability, either directly or indirectly.

Level 3 inputs are unobservable inputs for an asset or liability.

If the fair value of an asset or liability is measured using inputs from more than one level of the fair value hierarchy, the measurement is considered to be based on the lowest priority level input that is significant to the entire measurement.

I. Interfund Transactions

Current interfund balances arise in the normal course of business and are expected to be repaid shortly after the end of the fiscal year.

NOTE 2 - CASH AND INVESTMENTS

Cash and investments as of June 30, 2016 consist of the following:

Local Agency Investment Fund	\$4,654,031
Cash in bank	1,755,732
Cash on hand	740
Total Cash and Investments	\$6,410,503

A. Investments Authorized by the Authority's Investment Policy

The Authority's investment policy only authorizes investment in the local government investment pool administered by the State of California (LAIF). The Authority's investment policy does not contain any specific provisions intended to limit the Authority's exposure to interest rate risk, credit risk, and concentration of credit risk.

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
NOTES TO BASIC FINANCIAL STATEMENTS
For The Year Ended June 30, 2016

NOTE 2 - CASH AND INVESTMENTS (continued)

B. Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value is to changes in market interest rates.

The Authority is a participant in the Local Agency Investment Fund (LAIF) that is regulated by California Government Code Section 16429 under the oversight of the Treasurer of the State of California. The Authority reports its investment in LAIF at the fair value amount provided by LAIF, which is the same as the value of the pool share. The balance available for withdrawal on demand is based on the accounting records maintained by LAIF, which are recorded on an amortized cost basis. Included in LAIF's investment portfolio are collateralized mortgage obligation, mortgage-backed securities, other asset-backed securities, loans to certain state funds, and floating rate securities issued by federal agencies, government-sponsored enterprises, United States Treasury Notes and Bills, and corporations. At June 30, 2016, these investments matured in an average of 167 days.

The Authority adjusts the carrying value of its investments to reflect their fair market value at each fiscal year end, and it includes the effects of these adjustments in interest income for that fiscal year.

C. Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. LAIF does not have a rating provided by a nationally recognized statistical rating organization.

D. Concentration of Credit Risk

The investment policy of the Authority contains no limitations on the amount that may be invested in any one issuer beyond that stipulated by the California Government Code.

E. Fair Value Hierarchy

The Authority categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure fair value of the assets. Level 1 inputs are quoted prices in an active market for identical assets; Level 2 inputs are significant other observable inputs; and Level 3 inputs are significant unobservable inputs.

The Authority only invests in Local Agency Investment Fund which is classified in Level 2 is valued based on the fair value factor provided by the Treasurer of the State of California, which is calculated as the fair value divided by the amortized cost of the investment pool

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
NOTES TO BASIC FINANCIAL STATEMENTS
For The Year Ended June 30, 2016

NOTE 3 - CAPITAL ASSETS

Capital assets are recorded at cost and depreciated over their estimated useful lives. The Authority's policy is to capitalize all assets when costs exceed \$5,000. The purpose of depreciation is to spread the cost of capital assets over the life of these assets. The amount charged to depreciation expense each year represents that year's pro rata share of the cost of capital assets.

Depreciation of all capital assets is charged as an expense against operations each year and the total amount of depreciation taken over the years, called accumulated depreciation, is reported on the balance sheet as a reduction in the book value of the capital assets.

Depreciation of capital assets in service is provided using the straight line method which means the cost of the asset is divided by its expected useful life in years and the result is charged to expense each year until the asset is fully depreciated. The Authority has assigned the useful lives as follows: Facilities - 30 years, Vehicles - 2-12 years, and Equipment - 5-10 years.

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
NOTES TO BASIC FINANCIAL STATEMENTS
For The Year Ended June 30, 2016

NOTE 3 - CAPITAL ASSETS (Continued)

Capital assets comprised the following at June 30, 2016:

	Balance June 30, 2015	Additions / Adjustments	Retirements	Balance June 30, 2016
Fixed Route:				
Capital assets not being depreciated:				
Land	\$3,973,472			\$3,973,472
Construction in Progress	22,617,822	\$170,701		22,788,523
Total capital assets not being depreciated	26,591,294	170,701		26,761,995
Capital assets being depreciated:				
Vehicles	35,897,397	5,693	(\$2,776,184)	33,126,906
Facilities	8,569,556	89,840	(235,834)	8,423,562
Equipment	5,262,434	5,965	(\$23,074)	5,245,325
Total capital assets being depreciated	49,729,387	101,498	(3,035,092)	46,795,793
Less accumulated depreciation for:				
Vehicles	(27,480,668)	(2,516,942)	2,776,184	(27,221,426)
Facilities	(5,708,781)	(280,693)	235,834	(5,753,640)
Equipment	(4,901,371)	(50,978)	23,074	(4,929,275)
Total accumulated depreciation	(38,090,820)	(2,848,613)	3,035,092	(37,904,341)
Total depreciable assets	11,638,567	(2,747,115)		8,891,452
Capital assets, net	\$38,229,861	(\$2,576,414)		\$35,653,447
Paratransit				
Capital assets being depreciated:				
Facilities	\$40,452			\$40,452
Vehicles	767,679		(\$767,679)	
Total capital assets being depreciated	808,131		(767,679)	40,452
Less accumulated depreciation for:				
Facilities	(24,895)	(\$3,113)		(28,008)
Equipment				
Vehicles	(767,679)		767,679	
Total accumulated depreciation	(792,574)	(3,113)	767,679	(28,008)
Total depreciable assets	15,557	(3,113)		12,444
Capital assets, net	\$15,557	(\$3,113)		\$12,444
Total				
Land and Construction in Progress	\$26,591,294	\$170,701		\$26,761,995
Depreciable Assets:				
Cost	50,537,518	101,498	(\$3,802,771)	46,836,245
Less accumulated depreciation for:	(38,883,394)	(2,851,726)	3,802,771	(37,932,349)
Net	11,654,124	(\$2,750,228)		8,903,896
All Capital Assets, net	\$38,245,418			\$35,665,891

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
NOTES TO BASIC FINANCIAL STATEMENTS
For The Year Ended June 30, 2016

NOTE 4 – OPERATING GRANTS

Under the State Transportation Development Act (the Act), the Metropolitan Transportation Commission (MTC) allocates funds from the County Local Transportation Fund (LTF) based on the Authority’s available balance determined at the beginning of each fiscal year and the amount that the Authority requests through an annual claim process. At June 30, 2016, the MTC had unallocated balances not yet granted to the Authority, which are available to fund the Authority’s future operating and capital needs. These funds are retained, in accordance with the California Administrative Code, in the LTF at the County of Alameda based on terms and conditions determined by MTC. A summary of these unallocated balances as of June 30, 2016 follows:

Source	Unallocated Balances
Transportation Development Act Funds	\$8,899,101
State Transit Assistance Funds:	
Revenue Based Funds	197,546
Population Based Funds	<u>670,586</u>
Total Unallocated Local Transportation Funds	<u><u>\$9,767,233</u></u>

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
NOTES TO BASIC FINANCIAL STATEMENTS
For The Year Ended June 30, 2016

NOTE 4 – OPERATING GRANTS (Continued)

The Authority's operating needs are determined as set forth below, by adjusting operating losses for certain items and adding back grant funding. MTC allocates State Transit Assistance, Article 4.0 and Article 4.5 funds to cover remaining net operating expenses. Under the Act, Article 4.0 funds may be used to cover Fixed Route Program and Paratransit Program expenses; Article 4.5 funds may only be used to cover Paratransit Program expenses. Unexpended grant funds at June 30, 2016 are calculated as follows:

Fiscal 2016 unexpended funds:	Fixed Route Program	Paratransit Program	Total
Operating loss	(\$14,189,402)	(\$1,747,554)	(\$15,936,956)
Add back:			
Depreciation	2,848,613	3,113	2,851,726
Interest and miscellaneous	99,315		99,315
Net operating expenses reimbursable by grants	(11,241,474)	(1,744,441)	(12,985,915)
Grants:			
County Measure B Grants	882,056	166,946	1,049,002
County Measure BB Grants	652,432	279,814	932,246
Local Operating Assistance	263,750		263,750
Bridge Tolls	580,836		580,836
Federal Transportation Administration:			
Operating Assistance	191,174	345,340	536,514
Net Operating Expenses reimbursable by LTF and STA funds	(8,671,226)	(952,341)	(9,623,567)
State Transit Assistance Receipts	1,815,543	47,368	1,862,911
LTF Receipts:			
Article 4.0	4,487,949	775,594	5,263,543
Article 4.5		129,379	129,379
Due to LTF - fiscal year 2015/2016	(2,367,734)		(2,367,734)
Due to LTF - beginning of year	8,234,284		8,234,284
Due to LTF - end of year	\$5,866,550		\$5,866,550

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
NOTES TO BASIC FINANCIAL STATEMENTS
For The Year Ended June 30, 2016

NOTE 5 - PARATRANSIT OPERATING GRANT LIMITATIONS

A. General

In addition to the calculations discussed in Note 4, two additional calculations for the Paratransit Program are required by MTC to determine eligibility and the amount, if any, that should be paid back to the County. The two calculations consist of a local match requirement of 10% and an eligibility requirement, as set forth below.

B. Local Match Requirement

Transit agencies are normally required to generate local revenues in excess of ten percent of operating expenses excluding depreciation. However the Transportation Development Act exempts LAVTA from this requirement.

C. Maximum Article 4.5 and Measure B Eligibility

Alameda County Measure B funds and Article 4.5 funds are limited to a maximum eligibility amount, which is calculated as follows:

	2016	2015
Operating expenses excluding depreciation	\$1,976,967	\$1,635,154
Less:		
Actual passenger fare revenues	(196,223)	(174,870)
Special contract revenue	(36,303)	(28,951)
Measure B GAP grant programs		
Article 4.0 LTF revenues	(775,594)	(709,263)
Maximum eligibility	\$968,847	\$722,070

The amount, if any, due to Alameda County is computed as follows:

Maximum eligibility	\$968,847	\$722,070
Less:		
Article 4.5 LTF revenues	(129,379)	(123,138)
State Transit Assistance	(47,368)	(74,130)
FTA operating assistance	(345,340)	(315,862)
Local sales tax/Measure B funds	(166,946)	(158,020)
Local sales tax/Measure BB funds	(279,814)	(50,920)
Deficit (surplus) of Measure B revenue over maximum eligibility	\$0	\$0

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
NOTES TO BASIC FINANCIAL STATEMENTS
For The Year Ended June 30, 2016

NOTE 5 - PARATRANSIT OPERATING GRANT LIMITATIONS (Continued)

D. Article 4.5 and STA Funds to be Returned

The amount due to LTF is the difference between maximum eligibility and the total of TDA Article 4.5 revenues, if the total is greater than maximum eligibility.

	2016	2015
Maximum eligibility computed above	\$968,847	\$722,070
Total TDA Article 4.5 revenues	\$129,379	\$123,138
Amount, if any, to be returned to LTF	\$0	\$0
Amount, if any, to be returned to Alameda County	\$0	\$0

State Transit Assistance received by the Authority amounted to \$1,621,219 during fiscal year 2015-2016, which was expended for operating expenses of the Fixed Route Program.

NOTE 6 - CAPITAL GRANTS

A. Summary

The Authority's capital transactions and unexpended grant funds at June 30, 2016 are calculated as follows:

	Fixed Route Program	Paratransit Program	Total
Capital costs:			
Capital asset additions	(\$272,199)		(\$272,199)
Funding sources:			
FTA Capital Assistance	\$62,522		\$62,522
Local Transportation Fund 4.0	82,892		82,892
State Bond Fund - Prop 1B	111,765		111,765
Bridge tolls RM2	15,020		15,020
Total Funding Sources	\$272,199		\$272,199

B. Prop 1B (PTMISEA) Projects

During fiscal year 2008, the Authority had established two PTMISEA Projects which are the Bus Stop Improvements and the Route 10 Bus Rapid Transit Project. The Bus Stop Improvements Project is to improve bus stops within a quarter mile of low or very low income housing or at important life support destinations such as medical facilities, public services transportation hubs employment sites and shopping center. The Route 10 Bus Rapid Transit Project is to assist the new Route 10 line to optimize the mobility of all residents within the Cities of Livermore and Dublin to the I-580 and I-680 corridors.

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
NOTES TO BASIC FINANCIAL STATEMENTS
For The Year Ended June 30, 2016

NOTE 6 - CAPITAL GRANTS (Continued)

A summary of the Authority's outstanding Proposition 1B revenue and expenditures for the year ended June 30, 2016 are as follows:

Project Name	Grant Amount	Interest Earned		Expended in Fiscal		Unearned Revenue
		Prior Years	2015-16	Prior Years	2015-16	
PTMISEA PROGRAMS:						
FY 16 Upgrades and Improvements	\$125,625		\$226			\$125,851
FY 15 Upgrades and Improvements	361,514	\$177	1,567		\$39,320	323,938
FY 15 Bus Replacement	572,778	281	2,483			575,542
FY14 Bus Stop Repair	240,910	943	505	\$125,428		116,930
OTHER PROGRAMS:						
FY15 California Transit Security Grant Program (CTSGP)	36,696		94			36,790
FY14 California Transit Security Grant Program	36,696		94			36,790
FY13 Surveillance Equipment/Cameras	36,696	106	99		35,400	1,501
FY12 Surveillance Equipment/Cameras	36,696	131		36,827		
FY11 Surveillance Equipment/Fleet DVRs	36,747	198	101		37,046	
Total Prop 1B	\$1,484,358	\$1,836	\$5,169	\$162,255	\$111,766	1,217,342
Other Unearned Revenues						453,633
Total Unearned Revenues						\$1,670,975

NOTE 7 – NET POSITION

Net Position is the excess of all the Authority's assets and deferred outflows over all its liabilities and deferred inflows, regardless of fund. Net Position is described as follows:

Net investment in Capital Assets describes the portion of Net Position which is represented by the current net book value of the Authority's capital assets, less the outstanding balance of any debt issued to finance these assets.

NOTE 8 – PENSION PLANS

A. General Information about the Pension Plans

Plan Descriptions – All qualified permanent and probationary employees are eligible to participate in the Authority's Miscellaneous Plans, cost-sharing multiple employer defined benefit pension plans administered by the California Public Employees' Retirement System (CalPERS). Benefit provisions under the Plans are established by State statute and Authority resolution. CalPERS issues publicly available reports that include a full description of the pension plans regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website.

Benefits Provided – CalPERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full time employment. Members with five years of total service are eligible to retire at age 50 with statutorily reduced benefits. All members are eligible for non-duty disability benefits after 10 years of service. The death benefit is one of the following: the Basic Death Benefit, the 1957 Survivor Benefit, or the Optional Settlement 2W Death Benefit. The cost of living adjustments for the plan are applied as specified by the Public Employees' Retirement Law.

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
NOTES TO BASIC FINANCIAL STATEMENTS
For The Year Ended June 30, 2016

NOTE 8 – PENSION PLANS (Continued)

The Plans' provisions and benefits in effect at June 30, 2016, are summarized as follows:

	<u>Miscellaneous Tier I</u>	<u>Miscellaneous PEPR</u>
	Prior to	On or after
	January 1, 2013	January 1, 2013
Hire date		
Benefit formula	2% @ 55	2% @ 62
Benefit vesting schedule	5 years service	5 years service
Benefit payments	monthly for life	monthly for life
Retirement age	50	60
Monthly benefits, as a % of eligible compensation	1.426 - 2.418	2
Required employee contribution rates	7%	6.25%
Required employer contribution rates	8.512%	6.25%

Contributions – Section 20814(c) of the California Public Employees' Retirement Law requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Funding contributions for both Plans are determined annually on an actuarial basis as of June 30 by CalPERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The Authority is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

For the year ended June 30, 2016, the contributions recognized as part of pension expense for the Plan were as follows:

	<u>Miscellaneous</u>
Contributions - employer	\$82,453

B. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions

As of June 30, 2016, the Authority reported net pension liabilities for its proportionate shares of the net pension liability of the Plan as follows:

	<u>Proportionate Share</u>
	<u>of Net Pension Liability</u>
Miscellaneous	\$634,007

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
NOTES TO BASIC FINANCIAL STATEMENTS
For The Year Ended June 30, 2016

NOTE 8 – PENSION PLANS (Continued)

The Authority's net pension liability for the Plan is measured as the proportionate share of the net pension liability. The net pension liability of the Plans is measured as of June 30, 2015, and the total pension liability for the Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2014 rolled forward to June 30, 2015 using standard update procedures. The Authority's proportion of the net pension liability was based on a projection of the Authority's long-term share of contributions to the pension plans relative to the projected contributions of all participating employers, actuarially determined. The Authority's proportionate share of the net pension liability for the Plan as of June 30, 2014 and 2015 was as follows:

Proportion - June 30, 2014	0.0250%
Proportion - June 30, 2015	0.0231%
Change - Increase (Decrease)	-0.0019%

For the year ended June 30, 2016, the Authority recognized pension expense of \$174,005. At June 30, 2016, the Authority reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Pension contributions subsequent to measurement date	\$82,453	\$0
Differences between actual and expected experience	6,700	0
Changes in assumptions	0	(63,392)
Net differences between projected and actual earnings on plan investments	0	(31,779)
Change in proportion and differences between actual contributions and proportionate share of contributions	43,738	(8,821)
Total	\$132,891	(\$103,992)

\$174,005 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2016. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

Year Ended June 30	Deferred Outflows/(inflows) of Resources
2017	(\$34,613.00)
2018	(33,100.00)
2019	(26,463.00)
2020	40,622.00

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
NOTES TO BASIC FINANCIAL STATEMENTS
For The Year Ended June 30, 2016

NOTE 8 – PENSION PLANS (Continued)

Actuarial Assumptions – The total pension liabilities in the June 30, 2013 actuarial valuations were determined using the following actuarial assumptions:

	All Plans
Valuation Date	June 30, 2014
Measurement Date	June 30, 2015
Actuarial Cost Method	Entry-Age Normal in accordance with the requirements of GASB Statement No. 68
<i>Actuarial Assumptions:</i>	
Discount Rate	7.65%
Inflation	2.75%
Salary Increases	Varies by Entry Age and Service
Investment Rate of Return	7.5% (1)
Mortality Rate Table ¹	Derived using CalPers Membership Data for all Funds
Post Retirement Benefit Increase	Contract COLA up to 2.75% until Purchasing Power Protection Allowance Floor on Purchasing Power applies, 2.75% thereafter

(1) Net of pension plan investment expenses, including inflation

(2) The mortality table used was developed based on CalPERS' specific data. The table includes 20 years of mortality improvements using Society of Actuaries Scale BB. For more details on this table, please refer to the CalPERS 2014 experience study report available on CalPERS website.

The underlying mortality assumptions and all other actuarial assumptions used in the June 30, 2013 valuation were based on the results of a January 2014 actuarial experience study for the period 1997 to 2011. Further details of the Experience Study can found on the CalPERS website.

Discount Rate – The discount rate used to measure the total pension liability was 7.50% for the Plan. To determine whether the municipal bond rate should be used in the calculation of a discount rate for the plan, CalPERS stress tested plans that would most likely result in a discount rate that would be different from the actuarially assumed discount rate. Based on the testing, none of the tested plans run out of assets. Therefore, the current 7.50% discount rate is adequate and the use of the municipal bond rate calculation is not necessary. The long term expected discount rate of 7.50% will be applied to all plans in the Public Employees Retirement Fund (PERF). The stress test results are presented in a detailed report that can be obtained from the CalPERS website.

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
NOTES TO BASIC FINANCIAL STATEMENTS
For The Year Ended June 30, 2016

NOTE 8 – PENSION PLANS (Continued)

According to Paragraph 30 of Statement 68, the long-term discount rate should be determined without reduction for pension plan administrative expense. The 7.50% investment return assumption used in this accounting valuation is net of administrative expenses. Administrative expenses are assumed to be 15 basis points. An investment return excluding administrative expenses would have been 7.65%. Using this lower discount rate has resulted in a slightly higher Total Pension Liability and Net Pension Liability. CalPERS checked the materiality threshold for the difference in calculation and did not find it to be a material difference.

CalPERS is scheduled to review all actuarial assumptions as part of its regular Asset Liability Management (ALM) review cycle that is scheduled to be completed in February 2018. Any changes to the discount rate will require Board action and proper stakeholder outreach. For these reasons, CalPERS expects to continue using a discount rate net of administrative expenses for GASB 67 and 68 calculations through at least the 2017-18 fiscal year. CalPERS will continue to check the materiality of the difference in calculation until such time as we have changed our methodology.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Using historical returns of all the funds' asset classes, expected compound returns were calculated over the short-term (first 10 years) and the long-term (11-60 years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equivalent to the single equivalent rate calculated above and rounded down to the nearest one quarter of one percent.

The table below reflects the long-term expected real rate of return by asset class. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation. These rates of return are net of administrative expenses.

Asset Class	Policy Target Allocation	Real Return Years 1 - 10(a)	Real Return Years 11+(b)
Global Equity	51.0%	5.25%	5.71%
Global Fixed Income	19.0%	0.99%	2.43%
Inflation Sensitive	6.0%	0.45%	3.36%
Private Equity	10.0%	6.83%	6.95%
Real Estate	10.0%	4.50%	5.13%
Infrastructure and Forestland	2.0%	4.50%	5.09%
Liquidity	2.0%	-0.55%	-1.05%
Total	<u>100%</u>		

- (a) An expected inflation of 2.5% used for this period.
(b) An expected inflation of 3.0% used for this period.

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
NOTES TO BASIC FINANCIAL STATEMENTS
For The Year Ended June 30, 2016

NOTE 8 – PENSION PLANS (Continued)

Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate – The following presents the Authority’s proportionate share of the net pension liability for the Plan, calculated using the discount rate for the Plan, as well as what the Authority’s proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower or 1-percentage point higher than the current rate:

	Discount Rate		
	1% Decrease	Current	1% Increase
	6.65%	7.65%	8.65%
Miscellaneous	1,171,722	634,007	190,062

Pension Plan Fiduciary Net Position – Detailed information about each pension plan’s fiduciary net position is available in the separately issued CalPERS financial reports.

NOTE 9 – DEFERRED COMPENSATION PLAN

The Authority employees may defer a portion of their compensation under an Authority sponsored Deferred Compensation Plan created in accordance with Internal Revenue Code Section 457. Under this plan, participants are not taxed on the deferred portion of their compensation until distributed to them; distributions may be made only at termination, retirement, death or in an emergency as defined by the Plan.

The laws governing deferred compensation plan assets require plan assets to be held by a Trust for the exclusive benefit of plan participants and their beneficiaries. Since the assets held under these plans are not the Authority’s property and are not subject to Authority control, they have been excluded from these financial statements.

NOTE 10 – RETIREE MEDICAL BENEFITS

A. Summary

The Authority provides postretirement health care benefits to full time employees who retire directly from the Authority after attaining the age of 50 with 5 years of service. As of June 30, 2016, there were 8 participants receiving these health care benefits.

The Authority implemented the provisions of Governmental Accounting Standards Board Statement No. 45, Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions. This Statement establishes uniform financial reporting standards for employers providing postemployment benefits other than pensions (OPEB). The provisions of this Statement are applied prospectively and do not affect prior year’s financial statements. Required disclosures are presented below.

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
NOTES TO BASIC FINANCIAL STATEMENTS
For The Year Ended June 30, 2016

NOTE 10 – RETIREE MEDICAL BENEFITS (Continued)

The Authority joined the California Employers' Retiree Benefit Trust (CERBT), an agent multiple-employer plan administered by CALPERS, consisting of an aggregation of single-employer plans. This trust is not considered a component unit of the Authority and has been excluded from these financial statements. Separately issued financial statements for CERBT may be obtained from CALPERS at P.O. Box 942709, Sacramento, CA 94229-2709.

In order to qualify for postemployment medical benefits, an employee must retire from the Authority and maintain enrollment in one of Authority's eligible health plans. The Authority pays 100% of the medical premium for each employee or retiree and his or her family members (including survivors, if covered at the time of the employees death) up to a maximum of the premium for the highest cost HMO.

B. *Funding Policy and Actuarial Assumptions*

The Authority's policy, according to Resolution 17-2010, is to fund the Annual Required Contribution (ARC) of these benefits by accumulating assets with CERBT discussed above pursuant to the Authority's annual budget approved by Board. The annual required contribution (ARC) was determined as part of a June 30, 2013 actuarial valuation using the entry age normal actuarial cost method. This is a projected benefit cost method, which takes into account those benefits that are expected to be earned in the future as well as those already accrued. The actuarial assumptions included (a) 7% investment rate of return, (b) 2.75% projected annual salary increase, (c) 2.75% inflation, and (d) health care cost rate of 4% per year for medical benefits. The actuarial methods and assumptions used include techniques that smooth the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets. Actuarial calculations reflect a long-term perspective and actuarial valuations involve estimates of the value of reported amounts and assumptions about the probability of events far into the future. Actuarially determined amounts are subject to revision at least tri-ennially as results are compared to past expectations and new estimates are made about the future. The Authority's OPEB unfunded actuarial accrued liability is being amortized as a level percentage of projected payroll using a ten year amortization period on a closed basis.

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
NOTES TO BASIC FINANCIAL STATEMENTS
For The Year Ended June 30, 2016

NOTE 10 – RETIREE MEDICAL BENEFITS (Continued)

C. Funding Progress and Funded Status

Generally accepted accounting principles permit contributions to be treated as OPEB assets and deducted from the Actuarial Accrued Liability when such contributions are placed in an irrevocable trust or equivalent arrangement. During the fiscal year ended June 30, 2016, the Authority calculated and recorded the Net OPEB Obligation, representing the difference between the ARC, amortization and contributions, as presented below:

Annual required contribution (ARC)	\$83,787
Interest on Net OPEB Asset	24,277
Adjustment to the ARC	<u>18,555</u>
Annual OPEB cost	126,619
Contributions made:	
Authority's portion of current year premiums paid	90,124
Contributions to the trust	<u>115,001</u>
Total contributions	<u>205,125</u>
Increase in Net OPEB Asset	78,506
Net OPEB Asset at June 30, 2015	<u>346,815</u>
Net OPEB Asset at June 30, 2016	<u><u>\$425,321</u></u>

The Plan's annual required contributions and actual contributions for the years ended June 30, 2012, June 30, 2013, and June 30, 2016 are set forth below:

Fiscal Year	Annual OPEB Cost (AOC)	Actual Contribution	Percentage of AOC Contributed	Net OPEB (Obligation) Asset
6/30/2014	\$129,127	\$243,611	189%	\$241,972
6/30/2015	142,127	246,999	174%	346,815
6/30/2016	126,619	205,125	162%	425,321

The Schedule of Funding Progress below, and the required supplementary information provided immediately following the footnotes, presents trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liability for benefits. Trend data from the actuarial study is presented below:

Valuation Date	Value of Assets	Accrued Liability	Overfunded (Underfunded) Accrued Liability	Funded Ratio	Covered Payroll	Overfunded (Underfunded) Actuarial Liability as Percentage of Covered Payroll
6/30/2015	\$1,024,956	\$1,341,384	(\$316,428)	76%	\$1,788,605	-18%

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
NOTES TO BASIC FINANCIAL STATEMENTS
For The Year Ended June 30, 2016

NOTE 11 - CONTINGENT LIABILITIES

The Authority is subject to litigation arising in the normal course of business. In the opinion of the Authority's legal counsel there is no pending litigation, which is likely to have a material adverse effect on the financial position of the Authority.

The Authority participates in Federal and State grant programs. These programs have been audited by the Authority's independent auditors in accordance with the provisions of the Federal Single Audit Act as amended and applicable State requirements. No cost disallowances were proposed as a result of these audits; however, these programs are still subject to further examination by the grantors and the amount, if any, of expenses which may be disallowed by the granting agencies cannot be determined at this time. The Authority expects such amounts, if any, to be immaterial.

NOTE 12 - MAJOR CONTRACTOR

During fiscal year 2010-2011, the Authority renewed its contract agreement with MV Transportation Inc. to operate and maintain the fixed route program. The term is from July 1, 2011, to June 30, 2014, with an option to extend up to four additional one-year terms. The contract was extended through June 30, 2016. MV Transportation Inc. is paid monthly based on a fixed fee plus a fee calculated at a fixed rate of \$39.67 per vehicle multiplied by the number of service hours. Expenses incurred under this contract amounted to \$8,661,419 for the fiscal year ended June 30, 2016.

During fiscal year 2013-2014, the Authority entered into a contract agreement with Medical Transportation Management, Inc., to operate and maintain the Paratransit program. The term of this agreement is from May 1, 2014 to June 30, 2017, with an option to extend for up to four additional one-year terms. Medical Transportation Management is paid monthly based on a fixed rate per-trip less a Paratransit fare credit per-ride due to the Authority. Expenses incurred under this contract amounted to \$1,788,167 for the fiscal year ended June 30, 2016.

REQUIRED SUPPLEMENTARY INFORMATION

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
Agent Multiple-Employer Defined Pension Plan
As of fiscal year ending June 30, 2016
Last 10 Years*

SCHEDULE OF CHANGES IN THE NET PENSION LIABILITY AND RELATED RATIOS

	<u>2015</u>	<u>2016</u>
Plan's proportion of the Net Pension Liability (Asset)	0.0099%	0.0231%
Plan's proportion share of the Net Pension Liability (Asset)	\$617,185	\$634,007
Plan's Covered Employee Payroll	1,055,059	1,182,687
Plan's Proportionate Share of the Net Pension Liability/(Asset) as a Percentage of its Covered-Employee Payroll	58.50%	53.61%
Plan's Proportionate Share of the Fiduciary Net Position as a Percentage of the Plan's Total Pension Liability	17.00%	16.06%

Notes to Schedule:

Benefit changes. In 2015, benefit terms were modified to base public safety employee pensions on a final three-year average salary instead of a final five-year average salary.

Changes in assumptions. In 2015, amounts reported as changes in assumptions resulted primarily from adjustments to expected retirement ages of general employees.

* Fiscal year 2015 was the first year of implementation.

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
Agent Multiple-Employer Defined Pension Plan
As of fiscal year ending June 30, 2016
Last 10 Years*
SCHEDULE OF CONTRIBUTIONS

	2015	2016
Actuarially determined contribution	\$107,649	\$82,453
Contributions in relation to the actuarially determined contributions	(107,649)	(82,453)
Contribution deficiency (excess)	-	-
Covered-employee payroll	\$1,055,059	\$1,182,687
Contributions as a percentage of covered-employee payroll	10.20%	6.97%

Notes to Schedule

Valuation Date	June 30, 2014
Measurement Date	June 30, 2015
Actuarial Cost Method	Entry-Age Normal in accordance with the requirements of GASB Statement No. 68
Actuarial Assumptions:	
Discount Rate	7.65%
Inflation	2.75%
Salary Increases	Varies by Entry Age and Service
Investment Rate of Return	7.5% (1)
Mortality Rate Table ¹	Derived using CalPers Membership Data for all Funds
Post Retirement Benefit Increase	Contract COLA up to 2.75% until Purchasing Power Protection Allowance Floor on Purchasing Power applies, 2.75% thereafter

(1) Net of pension plan investment expenses, including inflation

(2) The mortality table used was developed based on CalPERS' specific data. The table includes 20 years of mortality improvements using Society of Actuaries Scale BB. For more details on this table, please refer to the CalPERS 2014 experience study report available on CalPERS website.

* Fiscal year 2015 was the first year of implementation.

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

Other Post-Employment Benefit Plan

As of fiscal year ended June 30, 2016

SCHEDULE OF FUNDING PROGRESS

Valuation Date	Actuarial		Overfunded (Underfunded) Accrued Liability	Funded Ratio	Covered Payroll	Overfunded (Underfunded) Actuarial Liability as Percentage of Covered Payroll
	Value of Assets	Accrued Liability				
6/30/2009	\$0	\$921,629	(\$921,629)	0%	\$877,589	-105%
6/30/2011	220,649	723,538	(502,889)	30%	1,599,656	-31%
6/30/2013	570,813	1,219,822	(649,009)	47%	1,696,434	-38%
6/30/2015	1,024,956	1,341,384	(316,428)	76%	1,788,605	-18%

SUPPLEMENTARY INFORMATION

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
SCHEDULE OF OPERATING REVENUES AND EXPENSES BY FUNCTION
FOR THE YEAR ENDED JUNE 30, 2016
WITH SUMMARIZED TOTALS FOR THE YEAR OF JUNE 30, 2015

	Fixed Route	Paratransit	Totals	
			2016	2015
REVENUES				
Fares	\$1,647,069	\$196,223	\$1,843,292	\$1,956,417
Special contract revenue	359,954	36,303	396,257	297,436
Advertising	207,674		207,674	307,378
Interest and miscellaneous	99,315		99,315	90,673
Local Transportation Funds 4.0	6,855,683	775,594	7,631,277	5,878,069
Local Transportation Funds 4.5		129,379	129,379	123,138
State Transit Assistance	1,815,543	47,368	1,862,911	1,876,877
Local operating assistance	263,750		263,750	176,611
FTA operating assistance	191,174	345,340	536,514	894,942
Local sales tax/Measure B funds - allocations	882,056	166,946	1,049,002	1,009,539
Local sales tax/Measure B funds				1,000,000
Local sales tax/Measure BB funds	652,432	279,814	932,246	176,311
Bridge tolls	580,836		580,836	580,836
Total Revenues	\$13,555,486	\$1,976,967	\$15,532,453	\$14,368,227
EXPENSES				
Labor	\$1,294,884	\$106,654	\$1,401,538	\$1,054,511
Fringe benefits	503,239	25,789	529,028	474,696
Services	970,391	23,086	993,477	693,142
Purchased transportation	8,661,419	1,788,167	10,449,586	9,896,982
Fuel, parts, supplies and other operation costs	1,119,612	3,902	1,123,514	1,498,928
Insurance	617,879	2,255	620,134	419,678
Administration and legal	388,062	27,114	415,176	330,290
Depreciation	2,848,613	3,113	2,851,726	3,593,338
Total Expenses	\$16,404,099	\$1,980,080	\$18,384,179	\$17,961,565

3

STATISTICAL
SECTION

STATISTICAL SECTION

This part of the Authority's Comprehensive Annual Financial Report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the Authority's overall financial health. In contrast to the financial section, the statistical section information is not subject to independent audit.

Financial Trends

These schedules contain trend information to help the reader understand how the Authority's financial performance and well being have changed over time:

1. Changes in Net Position and Statement of Net Position
2. Operating Revenues by Source
3. Operating Expenses by Function

Revenue Capacity & Demographic and Economic Information

Revenue Capacity -These schedules contain information to help the reader assess the Authority's most significant local revenue source, fare box revenues.

Demographic and Economic Information - These schedules offer demographic and economic indicators to help the reader understand the environment within which the Authority's financial activities take place.

Since the Authority analyzes its primary "own source" revenues using demographic data from its ridership, data for the above two sections have been combined for the reader.

1. Fixed Route Service Operating Data
2. Fixed Route Operating Statistics
3. Fixed Route Safety Statistics
4. Paratransit Services-Operating Data
5. Paratransit Operating Statistics
6. Percent of On-time Departures
7. Demographic and Economic Statistics
8. Principal Employers

Debt Capacity

The Authority has not issued any long term debt since its formation.

Operating Information

These schedules contain service and infrastructure data to help the reader understand how the information in the Authority's financial report relates to the services the Authority provides and the activities it performs:

1. Full-Time Equivalent Authority Employees by Function
2. Capital Asset Statistics by Function/Program

Sources

Unless otherwise noted, the information in these schedules is derived from the Comprehensive Annual Financial Reports for the relevant year.

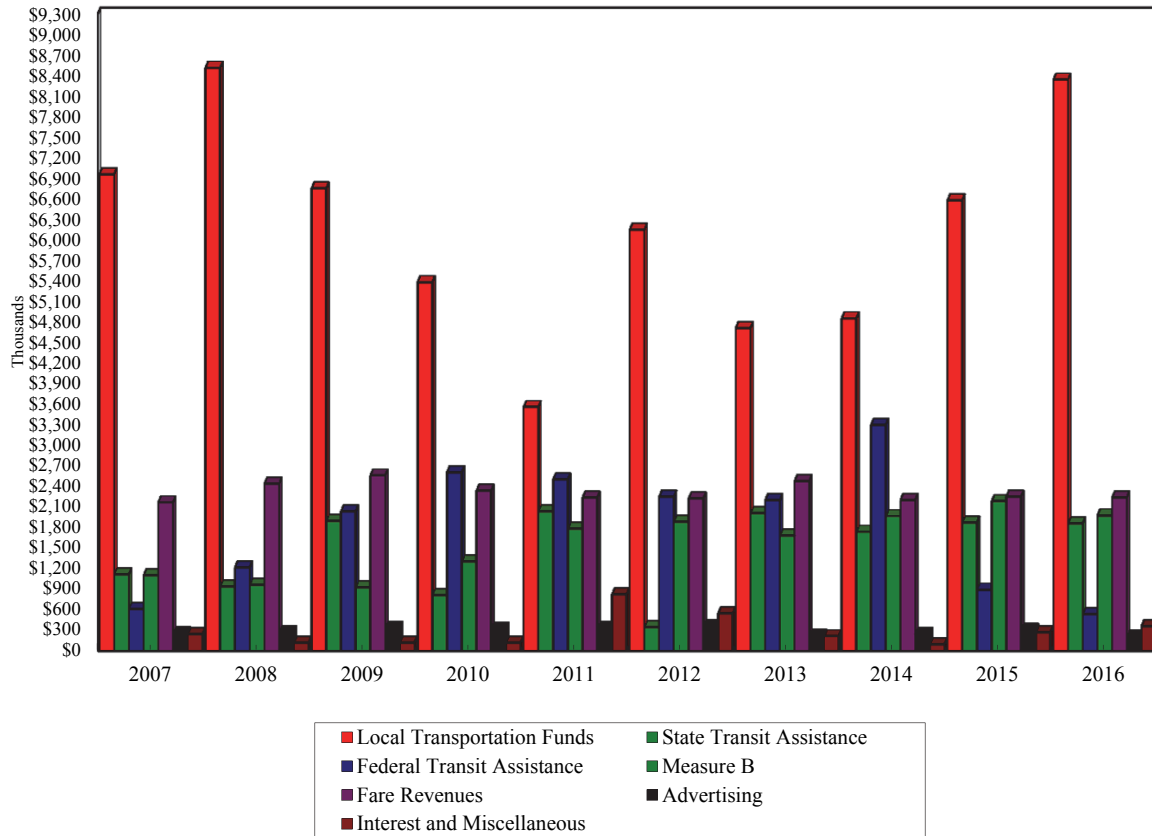
LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
Financial Trends
Changes in Net Position and Statement of Net Position
Last Ten Fiscal Years

	<u>2007</u>	<u>2008</u>	<u>2009</u>
Operating Revenues:			
Fare Revenue & Special Contract Revenue	\$2,171,707	\$2,439,990	\$2,563,937
Advertising & Ticket Concessions	<u>255,715</u>	<u>272,348</u>	<u>336,458</u>
Total Operating Revenues	<u>2,427,422</u>	<u>2,712,338</u>	<u>2,900,395</u>
Operating Expenses:			
Board of Directors	16,604	15,526	24,922
Executive Director	204,540	203,844	236,926
Administrative Services	816,202	1,280,040	1,573,255
Planning	522,690	453,048	490,632
Marketing	424,933	462,340	399,096
Operations	10,483,366	12,052,937	11,922,206
Depreciation	<u>2,992,874</u>	<u>3,173,773</u>	<u>3,090,734</u>
Total Operating Expenses	<u>15,461,209</u>	<u>17,641,508</u>	<u>17,737,771</u>
Operating loss	<u>(13,033,787)</u>	<u>(14,929,170)</u>	<u>(14,837,376)</u>
Nonoperating Revenues (Expenses):			
Local Transportation Funds	6,962,330	8,516,655	6,754,812
State Transit Assistance	1,118,182	942,300	1,901,482
Local Operating Assistance			
Federal Transit Assistance	614,146	1,220,064	2,038,314
Measures B & BB	1,102,162	961,815	931,851
Bridge tolls	100,000	101,500	101,500
Interest and Miscellaneous	144,093	13,063	18,683
Gain (loss) on disposal of capital assets	<u>(90,178)</u>	<u>(91,593)</u>	<u>(177,346)</u>
Total Nonoperating Revenues	<u>9,950,735</u>	<u>11,663,804</u>	<u>11,569,296</u>
Add Capital contributions (grants)			
STP/CMAQ Grant			
FTA Capital Assistance	2,988,881	2,732,848	698,618
Local Transportation Funds 4.0	1,552,536	1,071,421	522,895
AVL State			
Bridge Tolls	702,124		621,139
Local Sales / Measure B			109,200
State Bond Fund - Prop 1B			812,646
State Transit Assistance			
STIP		1,500,000	
Contractor Contribution			
Total Capital Contributions	<u>5,243,541</u>	<u>5,304,269</u>	<u>2,764,498</u>
Change in net position	<u>2,160,489</u>	<u>2,038,903</u>	<u>(503,582)</u>
Net position - beginning of period	<u>23,574,205</u>	<u>25,734,694</u>	<u>27,773,597</u>
Net position - end of period	<u><u>\$25,734,694</u></u>	<u><u>\$27,773,597</u></u>	<u><u>\$27,270,015</u></u>
Statement of Net Position			
Net investment in capital assets	<u><u>\$25,734,694</u></u>	<u><u>\$27,773,597</u></u>	<u><u>\$27,270,015</u></u>

Source: LAVTA's basic financial statements.

<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
\$2,341,303	\$2,238,915	\$2,224,902	\$2,482,825	\$2,206,694	\$2,253,853	\$2,239,549
327,377	332,274	365,394	222,653	245,295	307,378	207,674
<u>2,668,680</u>	<u>2,571,189</u>	<u>2,590,296</u>	<u>2,705,478</u>	<u>2,451,989</u>	<u>2,561,231</u>	<u>2,447,223</u>
10,670	12,100	13,800	11,900	15,000	13,900	12,400
238,527	223,373	256,528	256,794	301,175	267,874	286,187
1,382,776	1,389,776	1,433,790	1,451,961	1,487,766	1,463,419	1,626,818
489,442	474,195	445,676	467,394	484,615	549,575	872,266
432,056	465,480	481,728	297,587	320,775	308,716	380,240
10,356,462	10,719,199	11,144,981	11,052,981	11,818,800	11,764,743	12,354,542
3,499,951	3,542,369	3,984,765	3,749,118	3,554,273	3,593,338	2,851,726
<u>16,409,884</u>	<u>16,826,492</u>	<u>17,761,268</u>	<u>17,287,735</u>	<u>17,982,404</u>	<u>17,961,565</u>	<u>18,384,179</u>
<u>(13,741,204)</u>	<u>(14,255,303)</u>	<u>(15,170,972)</u>	<u>(14,582,257)</u>	<u>(15,530,415)</u>	<u>(15,400,334)</u>	<u>(15,936,956)</u>
5,390,330	2,876,917	5,570,918	4,055,154	4,134,353	6,001,207	7,760,656
817,396	2,040,616	348,781	2,011,249	1,742,123	1,876,877	1,862,911
85,883	758,038	540,671	208,538	36,347	176,611	263,750
2,611,235	2,503,783	2,250,272	2,201,915	3,306,883	894,942	536,514
1,307,095	1,782,765	1,891,459	1,687,287	1,969,687	2,185,850	1,981,248
	686,001	580,836	663,388	727,831	580,836	580,836
29,314	64,814	3,270	5,608	58,918	90,673	99,315
(248,369)	296,844	(218,247)	(474)	(14,718)	(153,065)	
<u>9,992,884</u>	<u>11,009,778</u>	<u>10,967,960</u>	<u>10,832,665</u>	<u>11,961,424</u>	<u>11,653,931</u>	<u>13,085,230</u>
10,009,505	6,429,256	802,913	3,991,864	403,473	86,710	62,522
2,030,479	498,903	281,898	313,069	731,653	213,514	82,892
74,999	225,322		70,195	773	37,851	15,020
265,557	153,154	496,713	1,242,373	537,063	111,868	111,765
		114,047	9,125			
		2,311,645	1,688,355			
		104,970				
<u>12,380,540</u>	<u>7,306,635</u>	<u>4,112,186</u>	<u>7,314,981</u>	<u>1,672,962</u>	<u>449,943</u>	<u>272,199</u>
<u>8,632,220</u>	<u>4,061,110</u>	<u>(90,826)</u>	<u>3,565,389</u>	<u>(1,896,029)</u>	<u>(3,296,460)</u>	<u>(2,579,527)</u>
<u>27,270,015</u>	<u>35,902,235</u>	<u>39,963,345</u>	<u>39,872,519</u>	<u>43,437,908</u>	<u>41,541,879</u>	<u>38,245,419</u>
<u>\$35,902,235</u>	<u>\$39,963,345</u>	<u>\$39,872,519</u>	<u>\$43,437,908</u>	<u>\$41,541,879</u>	<u>\$38,245,419</u>	<u>\$35,665,892</u>
<u>\$35,902,235</u>	<u>\$39,963,345</u>	<u>\$39,872,519</u>	<u>\$43,437,908</u>	<u>\$41,541,879</u>	<u>\$38,245,419</u>	<u>\$35,665,892</u>

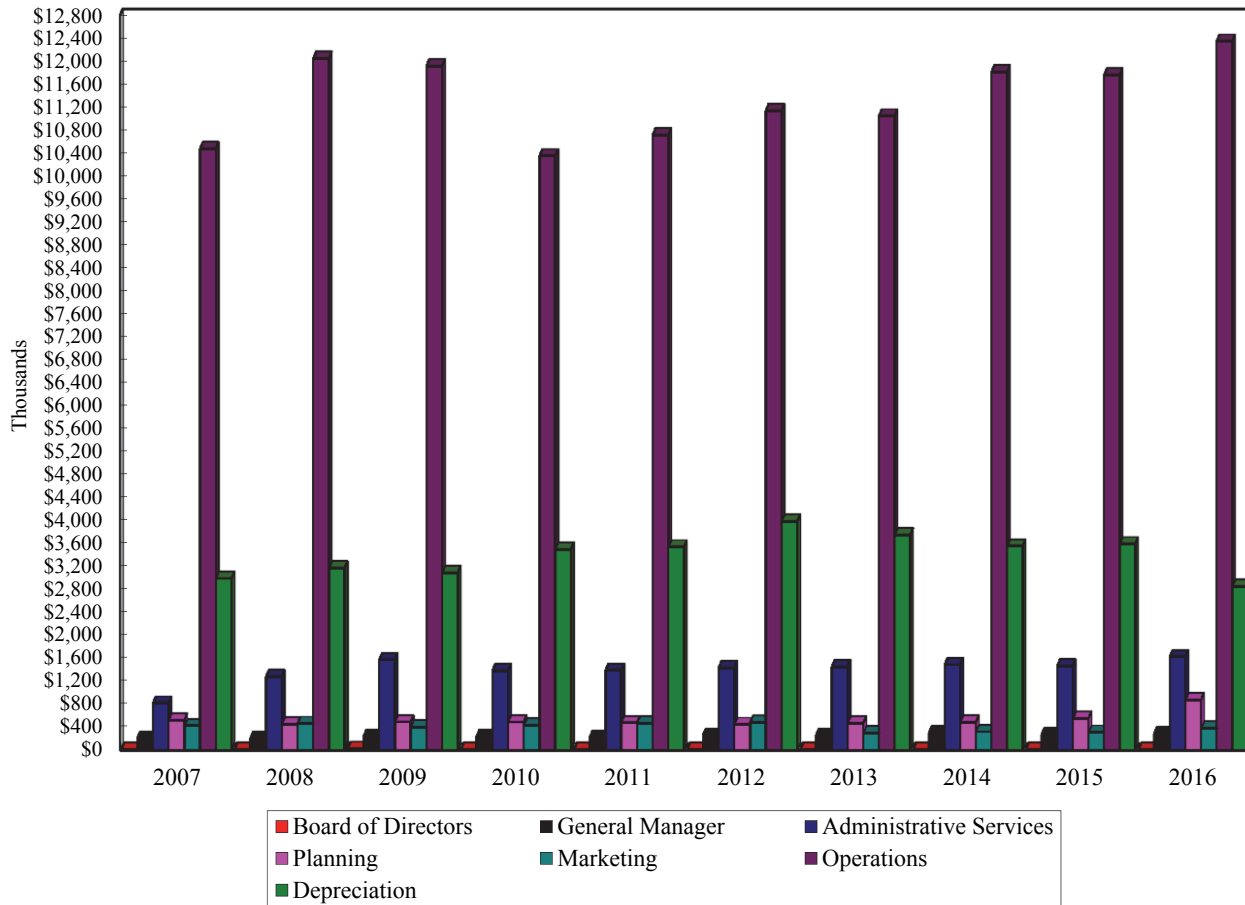
LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
OPERATING REVENUES BY SOURCE
LAST TEN FISCAL YEARS



Fiscal Year	Local Transportation Funds	State Transit Assistance	Federal Transit Assistance	Measures B & BB	Fare Revenues & Special Contract Revenue	Advertising & Ticket Concessions	Local Operating Assistance, Interest and Miscellaneous	Total
2007	6,962,330	1,118,182	614,146	1,102,162	2,171,707	255,715	244,093	12,468,335
2008	8,516,655	942,300	1,220,064	961,815	2,439,990	272,348	114,563	14,467,735
2009	6,754,812	1,901,482	2,038,314	931,851	2,563,937	336,458	120,183	14,647,037
2010	5,390,330	817,396	2,611,235	1,307,095	2,341,303	327,377	115,197	12,909,933
2011	3,562,918	2,040,616	2,503,783	1,782,765	2,238,915	332,274	822,852	13,284,123
2012	6,151,754	348,781	2,250,272	1,891,459	2,224,902	365,394	543,941	13,776,503
2013	4,718,542	2,011,249	2,201,915	1,687,287	2,482,825	222,653	214,146	13,538,617
2014	4,862,184	1,742,123	3,306,883	1,969,687	2,206,694	245,295	95,265	14,428,131
2015	6,582,043	1,876,877	894,942	2,185,850	2,253,853	307,378	267,284	14,368,227
2016	8,341,492	1,862,911	536,514	1,981,248	2,239,549	207,674	363,065	15,532,453

Source: Livermore Amador Valley Transit Authority Audit Reports

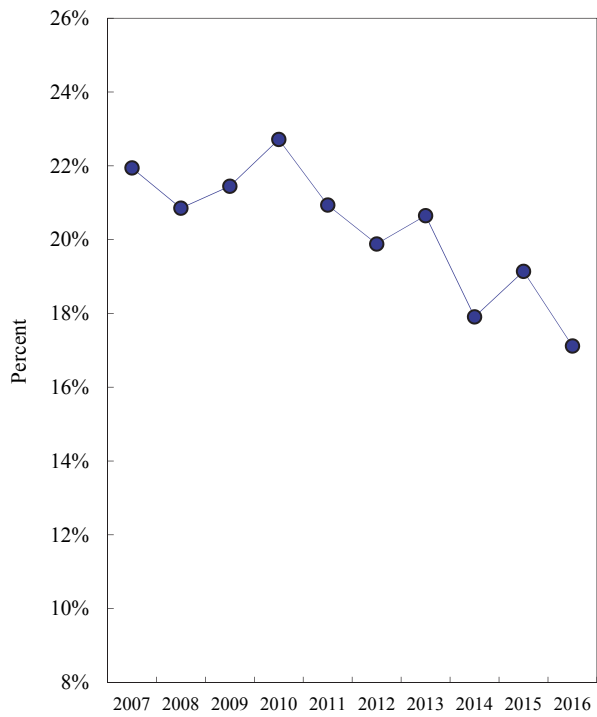
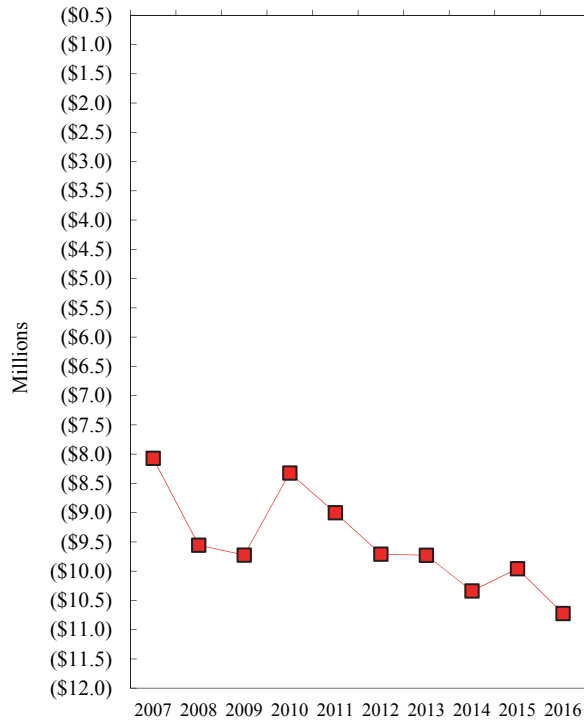
**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
OPERATING EXPENSES BY FUNCTION
LAST TEN FISCAL YEARS**



Fiscal Year	Board of Directors	General Manager	Administrative Services	Planning	Marketing	Operations	Depreciation	Total
2007	16,604	204,540	816,202	522,690	424,933	10,483,366	2,992,874	15,461,209
2008	15,526	203,844	1,280,040	453,048	462,340	12,052,937	3,173,773	17,641,508
2009	24,922	236,926	1,573,255	490,632	399,096	11,922,206	3,090,734	17,737,771
2010	10,670	238,527	1,382,776	489,442	432,056	10,356,462	3,499,951	16,409,884
2011	12,100	223,373	1,389,776	474,195	465,480	10,719,199	3,542,369	16,826,492
2012	13,800	256,528	1,433,790	445,676	481,728	11,144,981	3,984,765	17,761,268
2013	11,900	256,794	1,451,961	467,394	297,587	11,052,981	3,749,118	17,287,735
2014	15,000	301,175	1,487,766	484,615	320,775	11,818,800	3,554,273	17,982,404
2015	13,900	267,874	1,463,419	549,575	308,716	11,764,743	3,593,338	17,961,565
2016	12,400	286,187	1,626,818	872,266	380,240	12,354,542	2,851,726	18,384,179

Source: Livermore Amador Valley Transit Authority Audit Reports

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
FIXED ROUTE SERVICE-OPERATING DATA
LAST TEN FISCAL YEARS**



■ Operating Losses

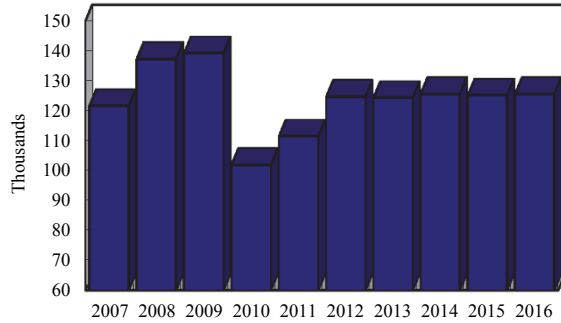
● Farebox Recovery Ratio

Fiscal Year	Operating Expenses Excluding Insurance and Depreciation	Fare & Auxiliary Transportation Revenues	Operating Loss Before Insurance and Depreciation	Farebox Recovery Ratio
2007	10,340,040	2,268,995	(8,071,045)	21.9%
2008	12,074,017	2,517,855	(9,556,162)	20.9%
2009	12,379,790	2,655,341	(9,724,449)	21.4%
2010	10,768,750	2,446,180	(8,322,570)	22.7%
2011	11,384,641	2,383,763	(9,000,878)	20.9%
2012	12,117,793	2,409,432	(9,708,361)	19.9%
2013	12,259,747	2,531,661	(9,728,086)	20.7%
2014	12,593,085	2,255,015	(10,338,070)	17.9%
2015	12,315,547	2,357,410	(9,958,137)	19.1%
2016	12,937,607	2,214,697	(10,722,910)	17.1%

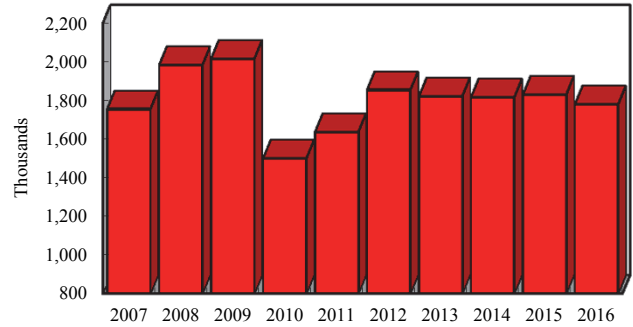
Source: Livermore Amador Valley Transit Authority Audit Reports

Note: Fare & Auxiliary Transportation Revenues includes Fare Revenues, Special Contract Revenues, Advertising and Ticket Concession Revenues.

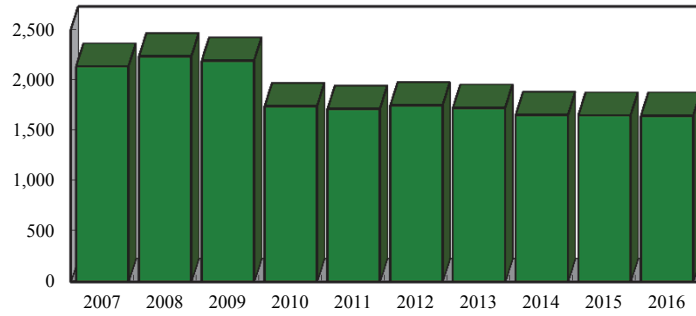
LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
FIXED ROUTE OPERATING STATISTICS
LAST TEN FISCAL YEARS



■ Series1



■ Series1

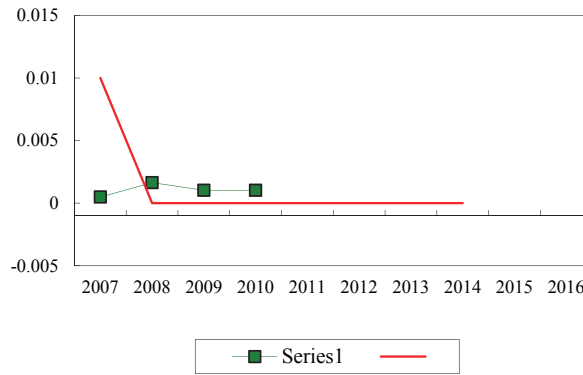
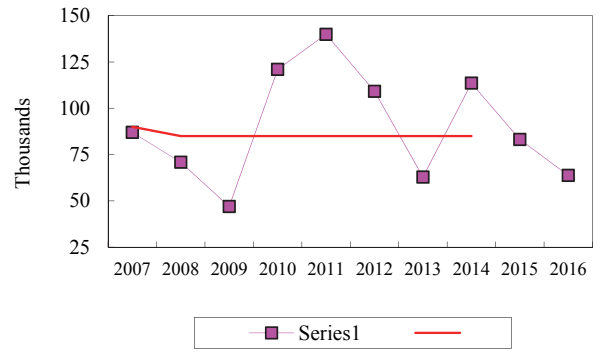
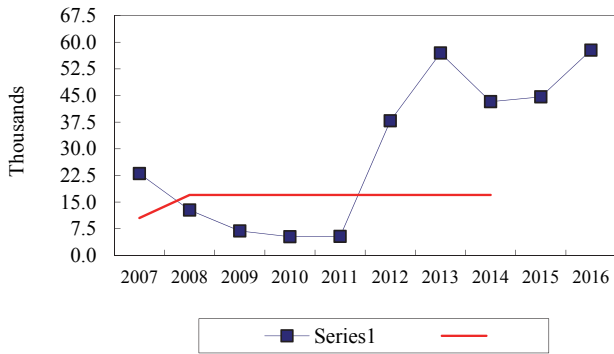


■ Series1

Fiscal Year	Revenue Hours	Revenue Miles	Passengers
2007	121,686	1,756,274	2,136,005
2008	137,452	1,983,822	2,234,210
2009	139,304	2,017,218	2,194,898
2010	102,047	1,500,165	1,740,297
2011	111,484	1,637,604	1,712,879
2012	124,702	1,855,438	1,749,168
2013	124,353	1,822,867	1,727,085
2014	125,706	1,816,916	1,652,151
2015	125,201	1,831,125	1,650,388
2016	125,604	1,780,948	1,648,811

Source: National Transit Database Report (Formerly Section 15)

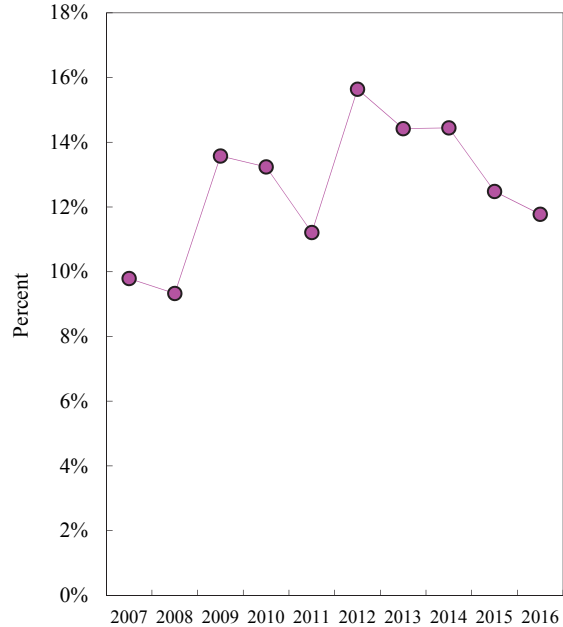
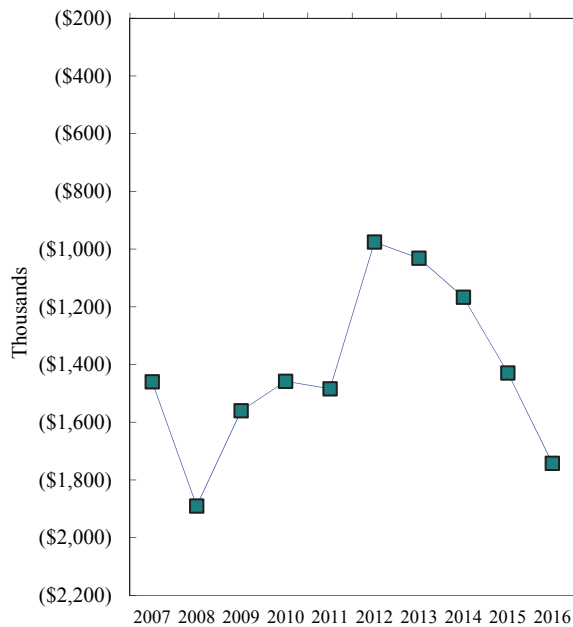
**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
FIXED ROUTE SAFETY STATISTICS
LAST TEN FISCAL YEARS**



Fiscal Year	Miles Between Road Calls	Goal	Miles Between Accidents	Goal	Injuries/Boardings	Goal
2007	23,020	17,000-20,000	86,964	85,000-100,000	3/2,136,005	N/A
2008	12,750	17,000-20,000	70,850	85,000-100,000	3/2,234,210	N/A
2009	6,861	17,000-20,000	46,912	85,000-100,000	2/2,194,898	N/A
2010	5,233	17,000-20,000	120,982	85,000-100,000	3/1,740,297	N/A
2011	5,323	17,000-20,000	139,923	85,000-100,000	3/1,712,879	N/A
2012	37,866	17,000-20,000	109,143	85,000-100,000	8/1,749,168	N/A
2013	56,965	17,000-20,000	62,857	85,000-100,000	5/1,727,085	N/A
2014	43,260	17,000-25,000	113,557	100,000	6/1,652,151	N/A
2015	44,620	17,000-25,000	83,156	100,000	7/1,650,388	N/A
2016	57,764	17,000-25,000	63,740	100,000	9/1,648,811	N/A

Source: Livermore Amador Valley Transit Authority Short Range Transit Plans Contractor Service Quality Standards Index and NTD Safety and Security Report

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
PARATRANSIT SERVICES-OPERATING DATA
LAST TEN FISCAL YEARS**



■ Operating Losses

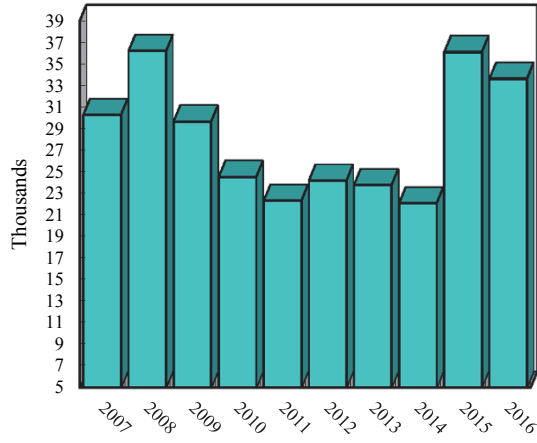
● Farebox Recovery Ratio

<u>Fiscal Year</u>	<u>Operating Expenses Excluding Insurance and Depreciation</u>	<u>Fare & Auxiliary Transportation Revenues</u>	<u>Operating Loss Before Insurance and Depreciation</u>	<u>Farebox Recovery Ratio</u>
2007	1,618,198	158,427	(1,459,771)	9.8%
2008	2,084,737	194,483	(1,890,254)	9.3%
2009	1,805,246	245,054	(1,560,192)	13.6%
2010	1,680,661	222,500	(1,458,161)	13.2%
2011	1,671,585	187,426	(1,484,159)	11.2%
2012	1,156,372	180,864	(975,508)	15.6%
2013	1,205,257	173,817	(1,031,440)	14.4%
2014	1,363,619	196,974	(1,166,645)	14.4%
2015	1,633,002	203,821	(1,429,181)	12.5%
2016	1,974,712	232,526	(1,742,186)	11.8%

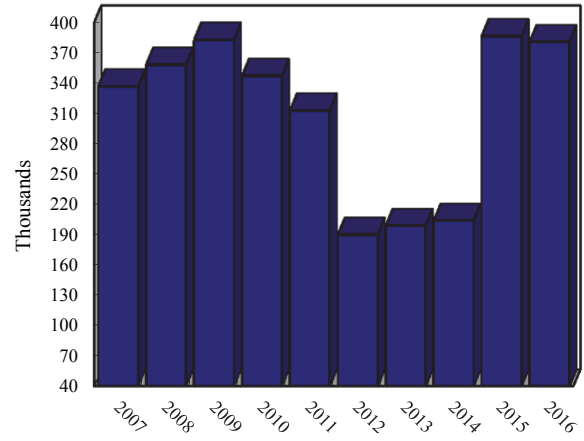
Source: Livermore Amador Valley Transit Authority

Note: Fare & Auxiliary Transportation Revenues includes Fare Revenues, Special Contract Revenues, Advertising and Ticket Concession Revenues

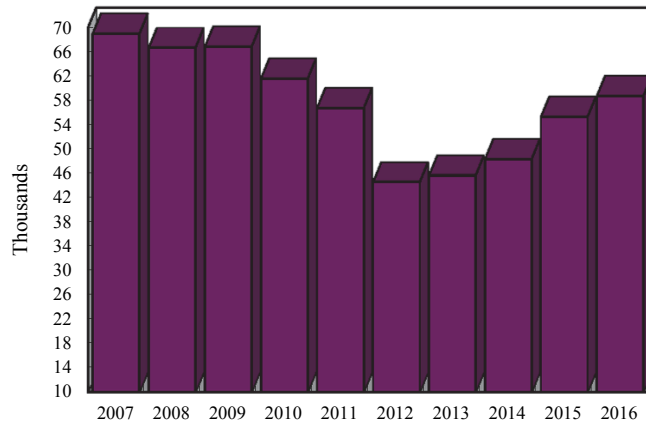
LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
 PARATRANSIT OPERATING STATISTICS
 LAST TEN FISCAL YEARS



■ Series1



■ Series1

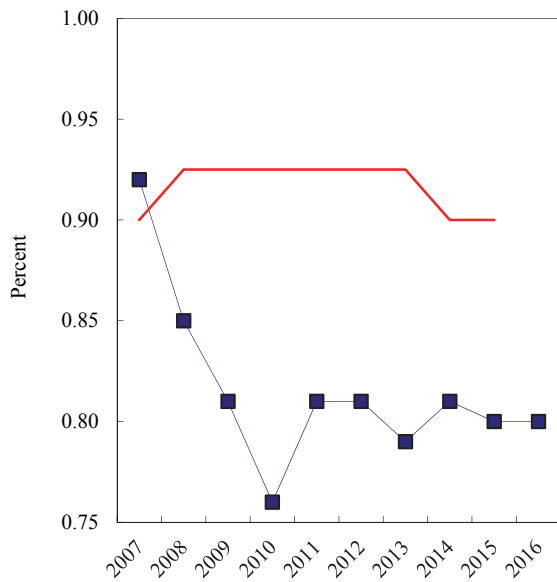


■ Series1

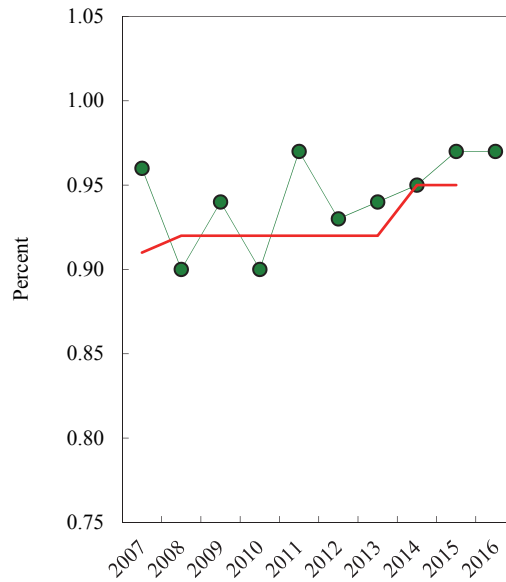
Fiscal Year	Revenue Hours	Revenue Miles	Passengers
2007	30,311	336,835	69,016
2008	36,224	358,386	66,714
2009	29,689	383,051	66,870
2010	24,551	347,357	61,619
2011	22,350	312,903	56,795
2012	24,218	190,026	44,596
2013	23,807	199,011	45,704
2014	22,121	203,932	48,388
2015	36,120	386,586	55,341
2016	33,642	380,831	58,798

Source: National Transit Database Report (Formerly Section 15)

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
 PERCENT OF ON-TIME DEPARTURES
 LAST TEN FISCAL YEARS



■ Series1 — Series2



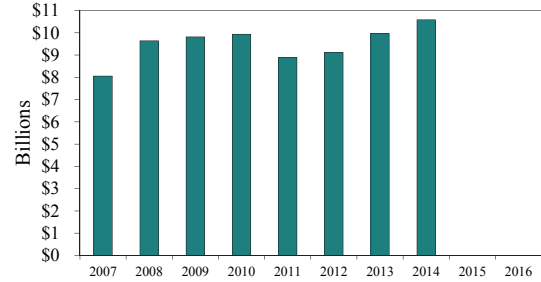
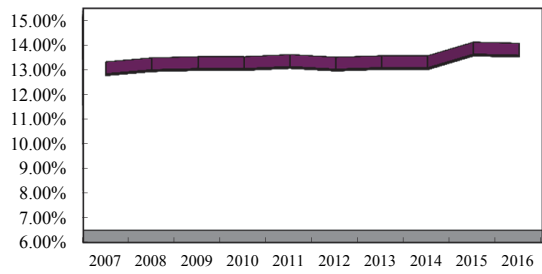
● Series1 — Series2

Fiscal Year	Fixed Route		Paratransit	
	On-Time Departure	Goal	On-Time Departure	Goal
2007	0.92	0.90-0.95	0.96	0.91-0.93
2008	0.85	0.90-0.95	0.90	0.91-0.93
2009	0.81	0.90-0.95	0.94	0.91-0.93
2010	0.76	0.87-0.83	0.90	0.91-0.93
2011	0.81	0.87-0.83	0.97	0.91-0.93
2012	0.81	0.90	0.93	≤ 0.95
2013	0.79	0.90	0.94	≤ 0.95
2014	0.81	0.90	0.95	≤ 0.95
2015	0.80	0.90	0.97	≤ 0.95
2016	0.80	0.85	0.97	0.95

Source: Livermore Amador Valley Transit Authority Short Range Transit Plans or Contractor Service Quality Standards Index

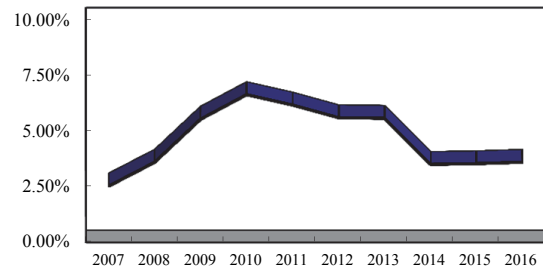
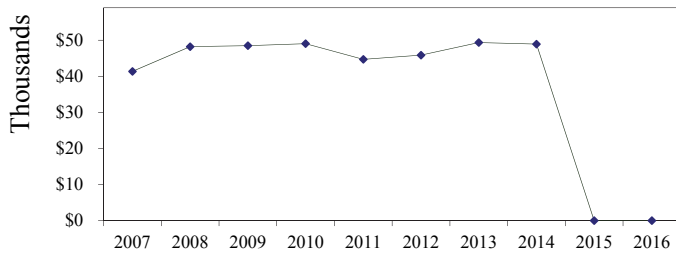
Note: Charts include all available data

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
 DEMOGRAPHIC AND ECONOMIC STATISTICS
 LAST TEN FISCAL YEARS



Series I

Total Personal Income



Per Capita Personal Income

Series I

Fiscal Year	Authority Population	Total Personal Income	Per Capita Personal Income	Unemployment Rate (%)	Alameda County Population	Authority Population % of County
2007	194,805	8,057,049,255	41,360	2.53%	1,522,597	12.79%
2008	199,926	9,638,122,156	48,208	3.60%	1,543,000	12.96%
2009	202,428	9,816,295,711	48,493	5.53%	1,556,657	13.00%
2010	202,568	9,935,520,184	49,048	6.63%	1,557,749	13.00%
2011	199,073	8,896,995,748	44,692	6.17%	1,521,157	13.09%
2012	198,893	9,120,795,800	45,858	5.60%	1,532,137	12.98%
2013	202,002	9,968,724,525	49,350	5.57%	1,548,681	13.04%
2014	205,086	10,584,221,916	48,921	3.50%	1,573,254	13.04%
2015	216,684	info not avail	info not avail	3.53%	1,594,569	13.59%
2016	220,469	info not avail	info not avail	3.60%	1,627,865	13.54%

Source: California State Department of Finance
 City CAFRS and websites
 Note: All available data has been included.

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
 PRINCIPAL EMPLOYERS
 Current Fiscal Year

<u>Employer</u>	<u>2015-16</u>		<u>Percentage of Total Authority Population</u>
	<u>Number of Employees</u>	<u>Rank</u>	
Lawrence Livermore National Lab	6,000	1	2.7%
Kaiser Permanente	3,741	2	1.7%
Safeway Incorporated	2,600	3	1.2%
Workday Incorporated	2,250	4	1.0%
U.S. Government & Federal Correction Institute	2,100	5	1.0%
Oracle	1,612	6	0.7%
Stanford/Valleycare Medical Center	1,300	7	0.6%
Livermore Valley Joint Unified School District	1,300	8	0.6%
Pleasanton Unified School District	1,293	9	0.6%
Sandia National Laboratories	1,200	10	0.5%
Subtotal	<u>23,396</u>		<u>10.6%</u>
Total Authority Population	<u>220,469</u>		

Source: City of Dublin, City of Livermore, City of Pleasanton CAFRs

NOTE: Data from nine years prior is not available.

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
Full-Time Equivalent Authority Employees by Function
Last Ten Fiscal Years

	Adopted for Fiscal Year Ended June 30,				
	2007	2008	2009	2010	2011
Function					
Executive Director	1.00	1.00	1.00	1.00	1.00
Administrative Services	4.00	7.00	7.00	8.00	8.00
Planning	2.00	4.00	5.00	5.00	5.00
Marketing	2.00	2.00	2.00	2.00	2.00
Operations	2.00	0.00	0.00	0.00	0.00
Total	11.00	14.00	15.00	16.00	16.00

	Adopted for Fiscal Year Ended June 30,				
	2012	2013	2014	2015	2016
Function					
Executive Director	1.00	1.00	1.00	1.00	1.00
Administrative Services	8.00	8.00	8.00	8.00	8.00
Planning	5.00	4.00	4.00	4.00	4.00
Marketing	2.00	2.00	2.00	2.00	2.00
Operations	0.00	0.00	0.00	0.00	0.00
Total	16.00	15.00	15.00	15.00	15.00

Source: Livermore/Amador Valley Transit Authority

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
Capital Asset Statistics by Function/Program
Last Ten Fiscal Years

	Fiscal Year				
	2007	2008	2009	2010	2011
Function/Program					
Fixed Route					
Total Vehicles	74	64**	65	59	74
Average Fleet Age	8.20	8.00	8.42	7.97	8.11
Vehicles Operated In Maximum Service	45	47	48	46	51
Paratransit					
Total Vehicles	27	24	21	18	18
Average Fleet Age	n/a	3.87	4.43	4.33	4.33
Vehicles Operated In Maximum Service	17	18	14	12	12
Shared Stations Maintenance Facilities	2	2	3	3	3

	Fiscal Year				
	2012	2013	2014	2015	2016
Function/Program					
Fixed Route					
Total Vehicles	74	74***	74	66	64
Average Fleet Age	8.29	9.40	10.40	10.27	11.20
Vehicles Operated In Maximum Service	51	51	51	49	49
Paratransit					
Total Vehicles	18	15	7	4	0
Average Fleet Age	4.80	5.00	7.00	9.00	0.00
Vehicles Operated In Maximum Service	0	0	0	0	0
Shared Stations Maintenance Facilities	3	3	3	3	3

*Six vehicles on loan/leased to other agencies.

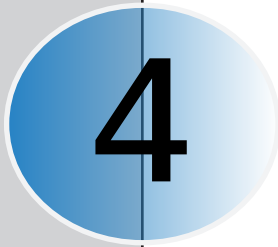
** Four vehicles on loan/leased to other agencies

*** One vehicle on loan/leased to other agency

Source: Livermore Amador Valley Transit Authority

Note: n/a denotes information is not available.

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**COMPLIANCE
SECTION**

**INDEPENDENT AUDITOR’S REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN
ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

To the Honorable Members of the Board of Directors
Livermore Amador Valley Transit Authority
Livermore, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the basic financial statements of the Livermore Amador Valley Transit Authority, as of and for the year ended June 30, 2016, and the related notes to the financial statements, and have issued our report thereon dated October 26, 2016. Our report included an emphasis of a matter paragraph disclosing the implementation of new accounting principles.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered Authority’s internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Authority’s internal control. Accordingly, we do not express an opinion on the effectiveness of Authority’s internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Authority’s financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Authority's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

We have also issued a separate Memorandum on Internal Control dated October 26, 2016 which is an integral part of our audit and should be read in conjunction with this report.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Authority's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Maze + Associates

Pleasant Hill, California
October 26, 2016

**INDEPENDENT AUDITOR'S REPORT ON
INTERNAL CONTROL OVER FINANCIAL REPORTING
AND ON COMPLIANCE WITH THE TRANSPORTATION DEVELOPMENT ACT AND
OTHER MATTERS BASED ON AN
AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE
WITH *GOVERNMENT AUDITING STANDARDS***

Honorable Members of the Board of Directors of
Livermore Amador Valley Transit Authority
Livermore, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Livermore Amador Valley Transit Authority (Authority), as of and for the year ended June 30, 2016, and the related notes to the financial statements, and have issued our report thereon dated October 26, 2016. Our opinion included emphasis of matter paragraphs disclosing the effect of the implementation of new accounting principles.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Authority's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Authority's internal control. Accordingly, we do not express an opinion on the effectiveness of Authority's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Authority's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Authority's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. Our procedures included the applicable audit procedures contained in §6667 of Title 21 of California Code of Regulations and tests of compliance with the applicable provisions of the Transportation Development Act and the allocation instructions and resolutions of the Metropolitan Transportation Commission. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

We have also issued a separate Memorandum on Internal Control dated October 26, 2016 which is an integral part of our audit and should be read in conjunction with this report.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Authority's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Maze + Associates

Pleasant Hill, California
October 26, 2016

**INDEPENDENT AUDITOR'S REPORT ON
INTERNAL CONTROL OVER FINANCIAL REPORTING
AND ON COMPLIANCE WITH THE RULES AND REGULATIONS OF THE
PUBLIC TRANSPORTATION MODERNIZATION
IMPROVEMENT AND SERVICE ENHANCEMENT ACCOUNT (PTMISEA)**

Honorable Members of the Board of Director of the
Livermore Amador Valley Transit Authority
Livermore, California

We have audited the statement of revenues and expenditures of the Livermore Amador Valley Transit Authority Public Transportation Modernization, Improvement and Service Enhancement Account Projects, a program of the Livermore Amador Valley Transit Authority, California, (the Authority) in accordance with generally accepted auditing standards in the United States of America as of and for the year ended June 30, 2016, and have issued our report thereon dated October 26, 2016.

In connection with our audit, we have read and performed the applicable audit procedures contained in the *Public Transportation Modernization, Improvement and Service Enhancement Account Guideline* (Guideline) adopted by the California of Department of Transportation.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered Authority's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Authority's internal control. Accordingly, we do not express an opinion on the effectiveness of Authority's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Authority's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

We have also issued a separate Memorandum on Internal Control dated October 26, 2016 which is an integral part of our audit and should be read in conjunction with this report.

Purpose of this Report

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Maze + Associates

Pleasant Hill, California
October 26, 2016

AGENDA

ITEM 7



STAFF REPORT

SUBJECT: Proposed Organizational Changes

FROM: Michael Tree, Executive Director

DATE: November 7, 2016

Action Requested

The recommendation is that the LAVTA Board approves the Proposed Organizational Chart, Proposed Job Descriptions and Resolution 38-2016.

Background

After five (5) years of ridership trending downward, the LAVTA Board approved significant changes that improve the ease-of-use and appeal of the Wheels transit system. The system improvements were implemented on August 13, 2016.

For FY2017, the LAVTA Board approved a robust Marketing Plan that includes high profile and innovative projects, including the rebranding of the transit agency's services, individualized marketing on a key corridor in Pleasanton, the introduction of the Las Positas College Easy Pass, the promotion of the new 580X in Livermore, and the near-future Wheels On Demand discount project in Dublin. To improve the chances of success in attracting significantly more riders, LAVTA is in need of additional expertise in the Marketing Department, which has historically been staffed by a Senior Marketing Specialist and a Community Outreach Coordinator.

Additionally, to significantly improve ridership, LAVTA must do a better job of managing its fixed route contract, which should include in-the-field oversight of such important tasks as on-time performance, customer service, contractor staffing levels, bus shelter maintenance, etc. In short, a staff member at LAVTA should be devoting a significant portion of his/her day to monitoring the contract so that discussion of opportunities and issues can take place early and problems resolved quickly.

Finally, funds at the Authority are limited. The 10-year financial projections that have been reviewed by the Board of Directors during the budgeting cycle show potential deficits occurring in as early as five (5) years. With Operator wages continuing to rise sharply in the Bay Area and pricing from our insurance pool expected to increase due to market conditions,

the LAVTA Board will need to continue looking for opportunities to do business in a more efficient, cost-effective manner to avoid reductions in service.

Discussion

To significantly improve the productivity of the Marketing Department for improved ridership, and to assign a position to provide improved oversight of the fixed route contract while staying within the current budget, requires making difficult decisions. The following are the organizational and prioritization changes I recommend to enable the Authority to continue to serve our customers effectively:

Consolidation of Positions

I recommend that the Finance & Grants Manager and the Director of Administrative Services positions be eliminated. Furthermore, the recommendation is that a Director of Finance position be created that oversees and manages the accounting and finance functions of the Authority; customer service; human resources; procurement; and auditing. With a competent team reporting to its Director of Finance, as well as other senior and management staff at the Authority providing support, it is my opinion that the Authority will maintain a high level of competency in both its finance and administrative functions. Facility management will be reassigned to the Director of Planning and risk management to the Executive Director. I plan for the Director of Finance position to be an open recruitment within Salary Band 6, which is the current salary band for a Director level position.

Improved Marketing Department

I recommend that LAVTA create the position of Marketing Manager to provide expertise and better management of the Marketing Team. I recommend retaining the current Senior Marketing Specialist position. Finally, I recommend the creation of a part-time intern position to assist with community outreach, the high school ambassadors, travel training, and other special projects. The Marketing Manager position will be an open recruitment within Salary Band 5, which reflects the appropriate level of expertise and ability.

Changes to Job Titles and Job Descriptions

I recommend that the Executive Director provide oversight and management to the Marketing Department (as has been the case over the past several months by temporary assignment), and that the Director of Planning & Communications position be retitled Director of Planning & Operations per the Proposed Organization Chart and Job Description that are attached. Additionally, I recommend that the position currently titled Senior Grants & Project Management Specialist be retitled Senior Grants, Project Management and Contract Specialist to reflect the change in emphasis of the position.

The Senior Grants, Project Management and Contract Specialist will report to the Director of Planning & Operations. Grant writing, as provided in Proposed Job Descriptions would be shared between the staff of the Finance Director (formula grants) and staff of the Director of Planning & Operations (discretionary grants). The salary bands of both the Director of Planning & Operations and the Senior Grants, Project Management and Contract Specialist will remain unchanged.

Change to Job Title and Salary Band of Accounting Assistant

I recommend a change to the title of the current Accounting Assistant to Accounting Analyst, recognizing that the position will play a more substantial role in grant management, grant reporting, and audit preparation under the new Director of Finance. Additionally, I recommend placing the Accounting Analyst Position in Band 3 (Accounting Assistant is currently in Band 2) of the established salary bands to recognize the additional responsibilities of the position. This change is reflected in Attachment #6.

To review my proposed recommendations, LAVTA Chairman Steven Spedowski convened an ad-hoc sub-committee with Board Member Karla Brown and Board Member Don Biddle. The recommendation of the sub-committee is to approve the organizational changes.

Fiscal Impact

The fiscal impact of the abovementioned recommendations is a net savings to the Authority of \$45,634 per year.

Recommendation

The recommendation is that the LAVTA Board approves the Proposed Organizational Chart and corresponding Proposed Job Descriptions and Resolution 38-2016.

Attachments:

1. Current Organizational Chart
2. Proposed Organizational Chart
3. Current Job Descriptions
 - a. Director of Administrative Services
 - b. Director of Planning and Communications
 - c. Finance and Grants Manager
 - d. Senior Grants and Project Management Specialist
 - e. Accounting Assistant
4. Proposed Job Descriptions
 - a. Marketing Manager
 - b. Senior Marketing and Communications Coordinator
 - c. Marketing Intern
 - d. Director of Finance
 - e. Director of Planning and Operations
 - f. Senior Grant Project Management and Contract Specialist
 - g. Accounting Analyst
5. Current Salary Bands
6. Proposed Salary Bands

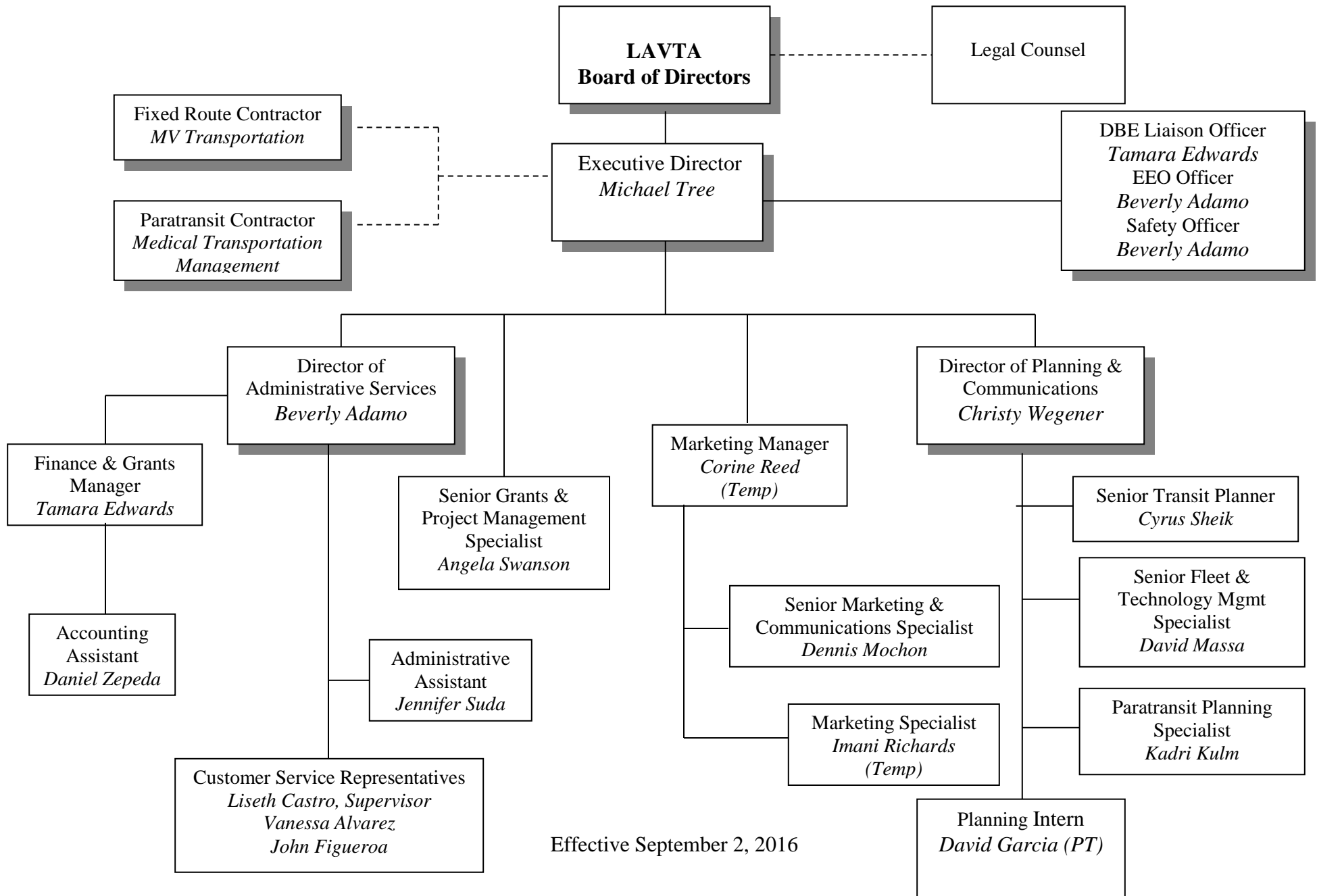
Submitted: _____

ATTACHMENT 1



LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

Current Organizational Chart



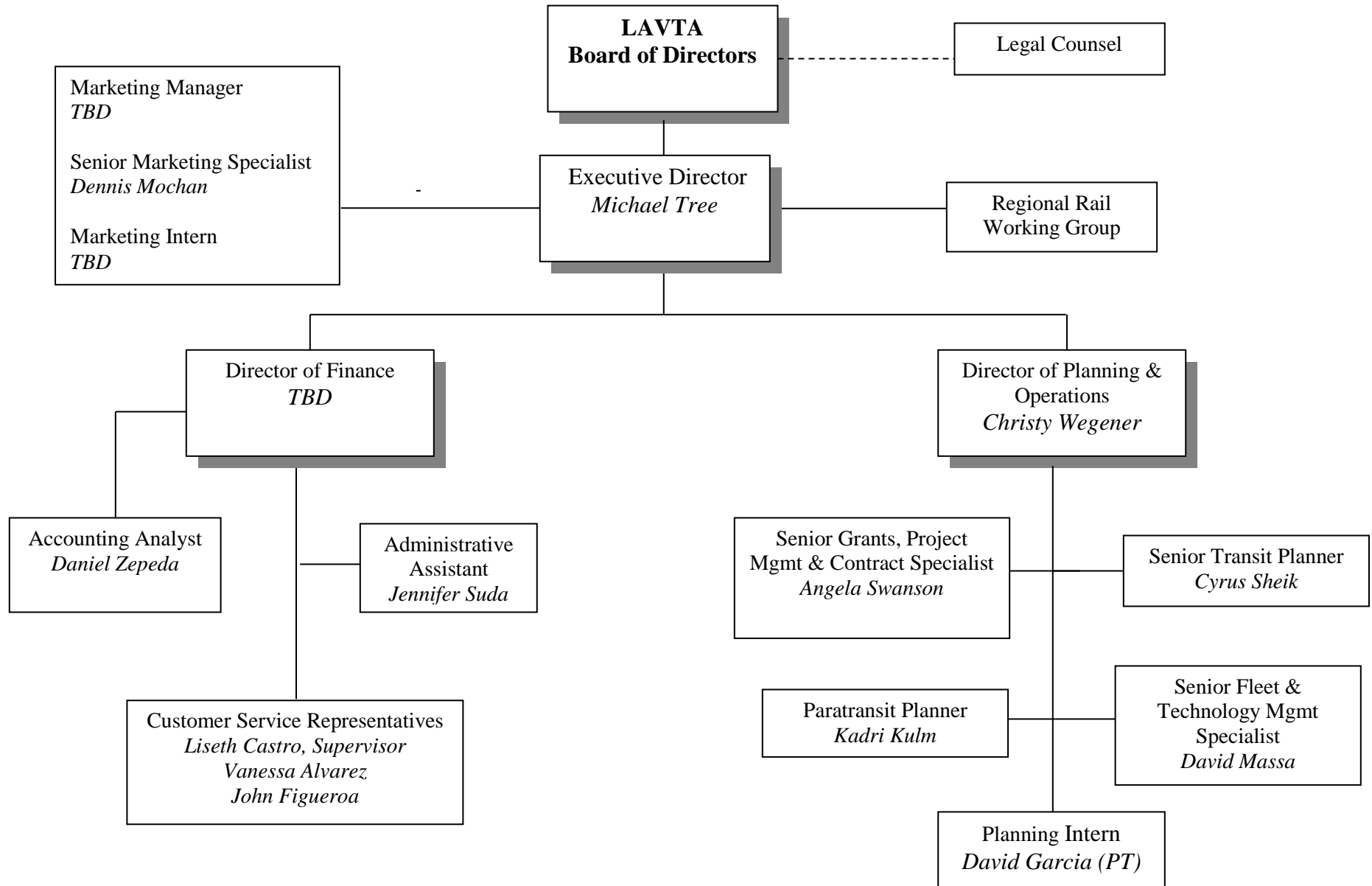
Effective September 2, 2016

ATTACHMENT 2



LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

Proposed Organizational Chart



ATTACHMENT 3a



LIVERMORE/AMADOR VALLEY TRANSIT AUTHORITY

POSITION DESCRIPTION

POSITION Director of Administrative Services

CLASSIFICATION Exempt

POSITION DESCRIPTION

The *Director of Administrative Services* reports directly to the Executive Director and under his/her direction is responsible for planning, organizing and implementing the Authority's administrative functions in support of all Authority departments.

SPECIFIC DUTIES AND RESPONSIBILITIES

25% *General Administrative Support*

- Plan and supervise the provision of centralized administrative support services, including purchasing and records management for all Authority departments;
- Develop and oversee Authority's policy and standard operating procedures manuals;
 - Oversee fixed assets management and control;
 - Administer procurement and inventory programs and policies and act as Authority's Procurement Officer;
 - Oversee administrative support for all grant related policies and audits;
 - Direct the preparation and analysis of reports and studies relating to organizational development issues and recommend policy and process improvements;
 - Oversees all matter with respect to all contracts, including the operations and maintenance contract;
 - Oversee and administer Risk Management functions and reporting for the Authority.

25% *Financial & Grants Administrative Management*

- Document and review established policies, systems and procedures governing all aspects of the Authority's accounting, bookkeeping, and financial reporting activities;
- Oversee Accounting Services Function to assure financial management systems conform to generally accepted accounting principles and standards, and to the requirements of the state and federal governments;
- Monitor Authority's financial condition and advise the General Manager and Board of Directors of financial management issues;
- Facilitate the strategic planning process to prepare Authority's annual operating and capital budget;
- Administer and process claims for federal, state and local agency grants;
- Oversee the completion of the annual FTA *National Transit Database* (financial reports) and State Controllers reports;

- Oversee the financial audit and completion of the Authority's comprehensive annual financial report;
- Oversee preparation of monthly revenue and expenditure reports, and assist staff in interpreting and acting upon report information;
- Assist staff in conducting financial analysis of Fixed Route transit and Paratransit service alternatives;
- Oversee all aspects of fare collection including daily reports, farebox security, and revenue reconciliation. Provides recommendations on fare collection.

15% *Human Resource Management*

- Create and oversee Authority's Human Resources policies, procedures and processes;
- Develop and oversee training programs;
- Oversee recruitment process;
- Counsel employees and managers on human resources matters;
- Evaluate and administer Authority's employee pay, benefit plan, insurance programs and performance evaluation process;
- Maintain personnel records, including health benefits, retirement benefits, etc., and acts as liaison with Public Employees Retirement System;
- Communicate with LAVTA's legal counsel on a variety of issues pertaining to personnel law.

15% *Customer Service*

- Create and oversee Authority's Customer Service policies, procedures and processes for fixed route and paratransit service;
- Develop and oversee training programs;
- Develop and oversee the Authority's Customer Relations Policy and Customer Service Oversight program adhered to by the contractors providing fixed route and paratransit service;
- Oversee the customer request program and processing of all customer complaints and feedback;
- Communicate with LAVTA's legal counsel on a variety of issues pertaining to customers.

15% *Facilities & Security Management*

- Plan and oversee the maintenance of the authority's maintenance, administration Operations and satellite facilities;
- Ensure that proper maintenance and preventative maintenance is being performed on all authority's buildings and properties;
- Review need for new security measures and specifications for new/replacement equipment;
- Maintain a safe and secure environment for authority's customers and employees;
- Manage and directs contract security services in coordination with in-house.

5% *Other duties as assigned*

Behavior

The employee shall work well under pressure meeting multiple and sometimes competing deadlines. The employee shall at all times demonstrate cooperative behavior with colleagues, supervisors, contract service provider, and the public.

KNOWLEDGE/SKILLS REQUIRED BY POSITION

Skills & Abilities:

Effective oral and written communication skills;
Ability to make effective public presentations;
Proficient with PC-based spreadsheet (Excel) word-processing, database, accounting and other software packages.
Ability to work effectively with employees of the Authority, representatives of federal, state and local government agencies, local elected and appointed officials and with the general public.
Ability to handle multiple and changing priorities and deadlines.

Knowledge of:

Principles and practices of administration, management, and leadership;
Principles and techniques of management analysis, public administration, organizational & human resource management and development, recruitment, supervision, Personnel Law, employee benefits administration;
Principles, techniques and processes of government at the local, regional, state and federal levels;
State, federal and regional laws relating to funding and operations of public transit;
Budget development and monitoring and Generally Accepted Accounting Principles

ORGANIZATIONAL RELATIONSHIPS

Position reports directly to:

Executive Director

Position supervises:

Finance Analyst
Grants Analyst
Accounting Assistant
Administrative Assistant
Customer Service Supervisor
Customer Service Representatives (2)

Position coordinates with:

All LAVTA staff
LAVTA's contract service provider and other outside vendors
Representatives of state, federal and local government agencies
LAVTA legal counsel
LAVTA auditor

QUALIFICATIONS

Credentials:

Bachelor's degree in business administration, public administration, organizational management, accounting, or related field pertinent to position or equivalent experience. Master's Degree in public administration, organizational management, finance or related field is desired.

Professional Experience:

Five years' experience in performing administrative management functions, preferably with a public transit or public agency, including three or more years' experience in human resource management and supervision, or any combination of training and experience that provides the required skills, knowledge and abilities.

ATTACHMENT 3b



LIVERMORE/AMADOR VALLEY TRANSIT AUTHORITY

POSITION DESCRIPTION

POSITION Director of Planning and Communications

CLASSIFICATION Exempt

POSITION DESCRIPTION

The Director of Planning and Communications reports to the Executive Director and plays a primary leadership role within the Authority. The position will manage operations planning, short/long range planning, capital planning, and marketing and communications functions within the organization, and be responsible for the agency's reporting to numerous entities requiring data from the agency (FTA, NTD, APTA, CTA, etc). This individual will be the liaison with City planning staff, consultants working for the agency, and members of the public. The position will play a prominent role in obtaining operating and capital grants to support the agency's services and projects. The position requires extensive planning and project management experience as well as prior experience reporting directly to a governing body (i.e., Board of Directors) or substantial interaction with a governing body.

SPECIFIC DUTIES AND RESPONSIBILITIES

30% *Project Management*

- Plan, design, and implement large capital projects, meeting scope, schedule, budget and quality requirements;
- Plan, develop and manage fleet procurements and other on-going capital equipment and inventory;
- Manage marketing, media relations, community education programs, and corporate communications.
- Develop and implement projects and services consistent with the LAVTA Strategic Plan.

30% *Short/Long Range and Operations Planning*

- Oversee the development of long and short-range transit plans (e.g. SRTPs) and other related studies;
- Monitor route productivity, make periodic comprehensive operational assessments of the system, and manage service changes;
- Work with departments from each member city and Alameda County to ensure Authority transit services meet the current and future needs of each city and the County;
- Respond to community input on service design;
- Represent the Authority on various planning committees and organizations.

25% *Provide a Leadership Role within the Agency*

- Support the Executive Director;
- Assist in supporting the Authority's Board of Directors;
- Work collaboratively with other Directors on the agency's Management Team;
- Effectively manage the Planning and Communications Department staff.

10% *Grants*

- Work closely with Finance and Administration Department to write grant applications and obtain funding for the agency's services and capital projects;

5% *Other duties as assigned*

Behavior

The employee shall work well under pressure meeting multiple and sometimes competing deadlines. The employee shall at all times demonstrate cooperative behavior with colleagues, supervisors, contract service provider, and the public.

KNOWLEDGE/SKILLS REQUIRED BY POSITION

Skills & Abilities:

Ability to think strategically and proactively;
Ability to lead and coordinate projects;
Ability to develop and prepare comprehensive service plans, studies, and reports;
Ability to make effective public presentations;
Ability to communicate effectively, both orally and in writing;
Ability to obtain public acceptance of the Authority;
Ability to motivate staff;
Ability to recognize business problems, develop alternatives, and implement viable solutions;
Ability to prepare and monitor departmental operating budget.

Knowledge of:

Knowledge of Project Management principles and demonstrated experience in project delivery, meeting scope, schedule, budget, and quality requirements;
Transit planning principles, survey design, implementation and analysis;
Information technology resources;
Marketing and communications principles;
Knowledge of state, federal and regional laws and regulations relating to funding and operations of public transit;
Relative location of cities, basic geography and prominent landmarks of the Wheels service area.

ORGANIZATIONAL RELATIONSHIPS

Position reports directly to:

Executive Director

Position supervises:

Marketing Specialist
Transit Planner
Paratransit Planner
Travel Trainer
AVL, Scheduling, and & Transit ITS Applications Analyst
Planning Intern

Position coordinates with:

All Authority staff, particularly other department directors
Maintenance and Operations Contractor staff
Representatives of federal, state, regional, county and city agencies
Local civic groups and businesses
Vendors
The public

QUALIFICATIONS

Bachelor's/Master's degree(s) in Transportation Planning, Business Administration, Urban Planning, or related field. Five years of responsible management experience in public transit preferably at the local or regional level. The position requires 3-5 years of planning experience as well as 3-5 years of experience reporting directly to a governing body (i.e., Board of Directors) or substantial interaction with a governing body. Project Management training desirable.

ATTACHMENT 3c



LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

POSITION DESCRIPTION

POSITION Finance & Grants Manager

CLASSIFICATION Non-Exempt

POSITION DESCRIPTION

Under administrative direction, plans, organizes, manages, and provides oversight for all financial and grant activities of the Authority; including budgeting, cash management, financial analysis, accounts payable and receivable, payroll, purchasing, and contract administration; mitigates risk through the implementation of internal financial controls; oversees the identification, development, applications for and securing transportation funding resources; preparation and submittal of grant applications; administers various grant funds; ensures compliance with applicable funding requirements; provides highly complex and responsible support to management personnel in areas of expertise; performs related work as required.

SPECIFIC DUTIES AND RESPONSIBILITIES

30% *Accounting/Finance*

- Manage all financial activities of the Authority.
- Oversee fare collection including daily reports, farebox security, and revenue reconciliation.
- Maintain general ledger and prepare monthly Financial Reports
- Prepare annual state and federal reports such as the State Controller's Report and the National Transit Database.
- Facilitate the Annual Financial Audit
- Assure financial management systems conform to generally accepted accounting principles and standards, and to the requirements of the state and federal governments;
- Monitor Authority's financial condition and advise the Director of Administrative Services and Executive Director of financial management issues;
- Prepare Authority's annual operating and capital budget;

25% *Capital Projects and Asset Management*

- Prepare budget for capital improvements and monitor expenditures;
- Coordinate the preparation of bid or proposal documents for all capital programs;
- Oversee fixed assets management and control;
- Administer purchasing and inventory programs and policies and acts as Authority's Procurement Review in the absence of the Procurement Officer;
- Maintain familiarity with state and federal procurement requirements.

10% Contract Management and Oversight

- Oversee Operations and Maintenance contract with respect to billing. Specifically, develop programs and methods to monitor contractor operations to ensure that they conform to contract requirements for billing;
- Assist in preparation of contract documents;
- Oversee existing contracts

30% Grants Management

- Monitor all transit funding sources for potential agency opportunities;
- Identify and develop new sources of agency funding;
- Comply with all federal, state, and regional project development requirements (TIP, CMP, STIP, etc.)
- Prepare grant applications to federal, state, and regional agencies for capital and operating subsidies;
- Prepare periodic reports required by funding agencies
- Request payments from funding agencies in accord with each agencies' requirements;
- At times, represent the Authority at meetings of various funding agencies;
- Monitor all federal, state, and regional laws and Notices of Proposed Rulemaking (NPRM's) relating to public transit;
- Ensure agency complies with all state and federal regulatory programs, specifically DBE, and assist in ensuring compliance with EEO, Title VI, CARB and ADA.

5% Other duties as assigned

Behavior

The employee shall work well under pressure meeting multiple and sometimes competing deadlines. The employee shall at all times demonstrate cooperative behavior with colleagues, supervisors, contract service provider, and the public.

ORGANIZATIONAL RELATIONSHIPS

Position reports directly to:

Director of Administrative Services.

Position supervises:

Grants Analyst

Accounting Assistant

Position coordinates with:

All Authority staff

Contractor staff

Representatives of federal, state, regional, county and city agencies

Local civic groups and businesses

Vendors

The public

QUALIFICATIONS

Credentials:

Bachelor's degree in public finance, accounting, economics, business administration, public administration, or related field pertinent to position. Master's Degree in Business Administration or related field is desired.

Professional Experience:

Five to seven years' experience in performing accounting, grants management and financial management functions, preferably with a public transit or public agency, including three or more years' experience in human resource management and supervision, or any combination of training and experience that provides the required skills, knowledge and abilities.

KNOWLEDGE/SKILLS REQUIRED BY POSITION

Skills & Abilities:

Ability to lead and coordinate projects;
Ability to make effective public presentations;
Ability to communicate effectively, both orally and in writing;
Ability to motivate staff;
Ability to recognize business problems, develop alternatives, and implement viable solutions;
Strategic and tactical thinking skills.

Knowledge of:

Accounts Payable
Accounts Receivable
Payroll
General Accounting
Public Procurement Policies
Federal and State Reporting
Grant application and proposal preparation, and grant funds disbursement.
Federal and private funding sources.
Principles, operations and methods of public finance, fiscal management, transportation planning, and public administration, including accounting, budget preparation, program analysis, and revenue forecasting.
Federal and State laws, regulations, and requirements pertaining to transportation grants programs and audits.

ATTACHMENT 3d



LIVERMORE/AMADOR VALLEY TRANSIT AUTHORITY

JOB DESCRIPTION

POSITION: **(SENIOR) GRANTS AND PROJECT MANAGEMENT SPECIALIST**

CLASSIFICATION: **Non-Exempt, Full-Time Position**

BRIEF POSITION DESCRIPTION

The Grants and Project Management Specialist position is responsible for grant and other funding research, subsequent applications, and project management related to operating and capital funding for LAVTA. This is accomplished by ensuring LAVTA's compliance to federal, state, and/or local regulations in regards to grant funding. Consequently, detailed attention to requirements and timely document submittals for grants and funding management is critical. Position is also responsible for timely, and periodic grant progress reporting. Additionally, the position is responsible for ensuring that grant funds are being used for the appropriate purposes. This position is primarily responsible for project management at LAVTA with expertise in project planning and initiation through the procurement, budget management, reporting and closeout. Position also conducts research and provides analysis in a variety of areas throughout LAVTA as needed.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Under direction of manager:

Grants Development 35%

- Researches potential grant opportunities and develops grant funding strategies
- Coordinates any necessary surveys and research related to current or potential funding opportunities
- Collaborates with all levels of LAVTA personnel in order to meet program goals and objectives
- Prepares grant applications to federal, state, and regional agencies for capital and operating subsidies
- Complies with all federal, state, and regional project development requirements including the TIP; may assist Planning Department with requirements for CMP, STIP, etc.

- At times, represents the Authority at meetings of various funding agencies, and networks with staff at the funding agencies and grant representatives from other transit agencies.
- Monitors all federal, state, and regional laws and notices of upcoming grant opportunities relating to public transit
- Working with other LAVTA staff, verifies that the agency complies with all state and federal regulatory programs, including facilitating the Disadvantage Business Enterprise (DBE) program (as the Authority's Disadvantaged Business Enterprise Liaison Officer), Equal Employment Opportunity (EEO), and may assist Planning Department with Title VI, California Air Resources Board (CARB) and Americans with Disabilities Act (ADA) compliance.

Grant Reporting/Compliance 30%

- Ensures that the requirements of the grants are being carried out, e.g. logos on the website, literature, etc.
- Participates in audits by the various funding sources
- Monitors and records grant spending to ensure that the spending is in line with the grant requirements and that reimbursement is possible and justifiable.
- Coordinates with LAVTA staff to ensure accurate generation of monthly, quarterly, and closeout financial status reports and invoices for all grants programs
- Updates staff on grant progress, i.e., document submittals, deadlines, and upcoming grant opportunities as needed
- Maintains central files and other grants-related documentation, both hard copy and electronic housing database records.
- Coordinates with LAVTA staff to ensure timely delivery of monthly and quarterly report information submittals to designated program funding sources
- Prepares necessary grant amendments requests, extensions, revisions, and progress updates
- Monitors and maintains tracking system for milestones and deliverables, and upcoming grant opportunities
- Anticipates and meets all reporting and submission deadlines

Project Management 20%

- Conducts research and analysis for various projects for LAVTA as required.
- Manages and oversees all capital grant funded projects, including procurement, and contract management.

Support 5%

- Provide necessary Staff Report(s) with attachment(s) for the Board of Directors meetings

Other duties as assigned 10%

The employee shall work well under pressure meeting multiple and sometimes competing deadlines. The employee shall at all times demonstrate cooperative behavior with colleagues, supervisors, contract service provider, external grant funding agencies, and the public.

The work of this position is primarily performed in an office setting, working at a computer, phone, etc.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED BY POSITION:

- Strong writer with clear and concise style
- Strong grammar, editorial and proofreading abilities; high level of attention to detail
- The ability to understand, interpret, and apply complex rules, regulations, and legal provisions governing grant programs.
- Ability to identify and research issues and develop sound strategies and options for implementing solutions
- Computer proficiency with skills in Word, Excel, PowerPoint, and Outlook in addition to learning new software programs if/when necessary.
- Ability to organize, prioritize and manage multiple tasks while meeting critical deadlines
- Ability to work in a team and individually
- Some knowledge and experience of grant/contract reporting requirements and regulations on federal, state, and local government agency programs, issues, and regulations (OMB Circulars), especially related to public transit
- Knowledge or familiarity with the Livermore Tri-Valley area is desired but not required
- Commitment to public transit and its goals
- Familiarity with CARB, DBE, ADA, EEO, and Title VI is desired but not required

LICENSE REQUIREMENTS:

Must possess and maintain a current, valid California Driver's License and satisfactory driving record (periodically drives LAVTA vehicles).

ORGANIZATIONAL RELATIONSHIPS

- Position reports directly to:
Executive Director
- Position coordinates with:
All LAVTA Personnel
LAVTA's Operations Contractor(s)
Representatives of Local, County, Regional, State and Federal Agencies

QUALIFICATIONS:

Education: Bachelor's degree.

Experience: Three to five years of experience in grant and/or financial management and project management within a public or transit agency (e.g. internship or assistant) is desired, including some knowledge of federal, state, and local regulations (e.g. OMB Circulars) governing grant programs for transit agencies; or demonstrated ability to gain that knowledge.

ATTACHMENT 3e



LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

POSITION DESCRIPTION

POSITION Accounting Assistant

CLASSIFICATION Non-Exempt

POSITION DESCRIPTION

Under supervision, the Accounting Assist is responsible for maintaining the accounts payable, receivable, payroll, inventory, and other accounting records for the agency.

SPECIFIC DUTIES AND RESPONSIBILITIES

70% *Perform all routine accounting activities*

- Under supervision, responsible for all aspects of accounts payable including reviewing invoices, entering invoices into the accounts payable system, processing checks (at least twice per month), working with vendors to resolve discrepancies, preparing 1099 forms and state quarterly reports, and reconciling accounts.
- Under supervision, responsible for depositing all non farebox revenue in the agency bank account including tracking and safekeeping funds for deposit and reconciling the revenue accounts.
- Under supervision, responsible for the control of the fare media both the inventory and the billing and delivery of tickets to vendors.
- Under supervision, responsible for all aspects of agency payroll including processing monthly paychecks and preparing quarterly and annual reports and providing W-2 forms to employees.
- Billing of ticket vendors, and those under a concession agreement.
- Maintain accounting files.

20% *Provide support to the Administrative Services Department*

- Perform accounting tasks to in preparation for year end financial reconciliations.
- Perform tasks relevant to fare collection including daily reports and revenue reconciliation.
- Assist in administration of CalPERS and other benefits programs, including addition and deletion of active employees.
- Provide backup to Administrative Assistant when needed.

10% *Other duties as assigned*

Behavior

The employee shall work well under pressure meeting multiple and sometimes competing deadlines. The employee shall at all times demonstrate cooperative behavior with colleagues, supervisors, contract service provider, and the public.

KNOWLEDGE/SKILLS REQUIRED BY POSITION

Skills & Abilities:

Ability to work with numbers
Ability to work with employees at all levels of the organization
Ability to explain accounting concepts to non-accounting personnel
Ability to perform complex account analyses
Ability to meet frequent and multiple deadlines

Knowledge of:

General accounting concepts
Accounts payable
Accounts receivable
Payroll including state and federal tax requirements
Computerized accounting systems
Microsoft Word and Excel

ORGANIZATIONAL RELATIONSHIPS

Position reports directly to:

Finance and Grants Manager

Position coordinates with:

All LAVTA staff
LAVTA's contract service provider and other outside vendors

QUALIFICATIONS

Requires an AA or BA degree in accounting or related field or two years of relevant experience.

ATTACHMENT 4a



LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

POSITION DESCRIPTION

POSITION	Marketing Manager
CLASSIFICATION	Non-Exempt, Full Time Position

BRIEF POSITION DESCRIPTION

The Marketing Manager reports directly to the Executive Director and is responsible for the planning, oversight and execution of successful marketing campaigns to increase ridership and improve public perception of the Authority. The position will be responsible for public relations and oversee the development of news releases. Additionally, the Marketing Manager will provide oversight, management, motivation, and mentoring of staff in the Marketing Department.

SPECIFIC DUTIES AND RESPONSIBILITIES

- Understands the confluence of design technologies, communication technologies, new trends in urban development and the cultural shift among the target markets for the Authority. With this understanding, demonstrates the experience, creativity and innovative skills to create a popular culture on the system and substantially increase customers and ridership;
- Oversees the strategic planning, creation and implementation of the Authority's Marketing Plans;
- Ability to focus and motivate a successful Marketing Team;
- Oversees the planning and improvements to the Authority's website, and social media tools;
- Oversees the development of partnership marketing contracts, creative briefs, and marketing procurements;
- Organizes the analysis of data from consumer research, ridership, social media, and other sources to craft compelling stories, better understand target markets and make changes to the Authority's Marketing Plan.
- Serves as main point of contact of marketing to the advertising agency, third party partners and vendors and internal cross-functional departments
- Possesses strong presentation skills and able to interface with executive level directors and the Authority's Board of Directors;
- Oversees the Authority's Public Information Officer;
- Oversees the public outreach component of the Authority's Title VI program

The employee shall work well under pressure meeting multiple and sometimes competing deadlines. The employee shall at all times demonstrate cooperative behavior with colleagues, supervisors, subordinates, contract service provider, external grant funding agencies, and the public.

The work of this position is primarily performed in an office setting, working at a computer, phone, etc.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED BY POSITION

- Ability to communicate effectively in writing, with clear and concise style;
- Strong grammar, editorial and proofreading abilities;
- Skills, knowledge and understanding of audiences, design principles, marketing strategies, public relations, advertising, research and planning techniques and philosophy;
- Knowledge of general principles, methods, practices of public outreach;
- Ability to research and quickly synthesize information;
- Ability to lead and coordinate projects;
- Ability to make effective public presentations;
- Ability to attend to detail and ensure accuracy of information;
- Knowledge of visual design software, such as Photoshop and InDesign;
- Knowledge of webpage design and programming, as well as with web content management systems.

LICENSE REQUIREMENTS:

Must possess and maintain a current, valid California Driver’s License and satisfactory driving record (periodically drives LAVTA vehicles).

ORGANIZATIONAL RELATIONSHIPS

- Position reports directly to:
Executive Director
- Position coordinates with:
All LAVTA Personnel
LAVTA’s Operations Contractor
Representatives of Local, County, Regional, State and Federal Agencies
Local civic groups and businesses
Vendors/contractors
The public

QUALIFICATIONS

Education: Bachelor’s degree in Mass Communications, Marketing, Business Administration, Journalism, Public Relations, Public Administration, or related field.

Experience: Five (5) years experience in marketing, communications, transit planning at a transit agency, or any combination of training and experience that provides required

skills, knowledge, and abilities noted above and including but not limited to the ability to manage projects effectively and exceptional oral and written communication skills. Graphic design experience is desired.

Additional desired qualifications:

HTML

Supervisory skills

GIS skills

Bi-lingual skills

ATTACHMENT 4b



LIVERMORE/AMADOR VALLEY TRANSIT AUTHORITY

POSITION DESCRIPTION

POSITION Senior Marketing and Communications Coordinator

CLASSIFICATION Non-Exempt, Full Time Position

BRIEF POSITION DESCRIPTION

The Senior Marketing and Communications Coordinator works under the direction of the Marketing Manager and is responsible for implementing the various facets of the Authority’s Marketing Plan. Additionally, the position functions as the Authority’s Public Information Officer (PIO).

SPECIFIC DUTIES AND RESPONSIBILITIES

- Implements various elements of the Authority’s Marketing Plan, which entails the duties and responsibilities of creating detailed plans/campaigns, web and social media collateral, ability to work with contactors, and follow Authority procurement and other guidelines;
- Represents the Authority as the Public Informational Officer for public requests. Manages all requests under the Freedom of Information Act;
- Develops and manages the Public Outreach components of LAVTA’s Title VI program;
- Writes and/or coordinate information and promotional materials for print or otherwise, including press releases, podcasts, photo galleries, maps and website postings;
- Assists with customer service, including complaint resolution;
- Develops specific programs/toolkits for employer outreach, including materials on an employer sponsored transit options for employees;
- Researches and evaluate market characteristics;
- Manages the bus advertising, printing, and on-call marketing services contracts;
- Manages service change collateral, including the creation of timetables, rider notices, and on-street inventory;
- Coordinates and promotes special events;
- Is familiar and expert at the development and usage of the Authority’s website. Also understands and is expert at the usage of Facebook, Twitter, Instagram, and other social media tools;
- Other duties as assigned

The employee shall work well under pressure meeting multiple and sometimes competing deadlines. The employee shall at all times demonstrate cooperative behavior with

colleagues, supervisors, subordinates, contract service provider, external grant funding agencies, and the public.

The work of this position is primarily performed in an office setting, working at a computer, phone, etc.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED BY POSITION

- Ability to communicate effectively in writing, with clear and concise style;
- Strong grammar, editorial and proofreading abilities;
- Skills, knowledge and understanding of audiences, design principles, marketing strategies, public relations, advertising, research and planning techniques and philosophy;
- Knowledge of general principles, methods, practices of public outreach;
- Ability to research and quickly synthesize information;
- Ability to lead and coordinate projects;
- Ability to make effective public presentations;
- Ability to attend to detail and ensure accuracy of information;
- Knowledge of visual design software, such as Photoshop and InDesign;
- Knowledge of webpage design and programming, as well as with web content management systems.

LICENSE REQUIREMENTS:

Must possess and maintain a current, valid California Driver’s License and satisfactory driving record (periodically drives LAVTA vehicles).

ORGANIZATIONAL RELATIONSHIPS

- Position reports directly to:
Marketing Manager
- Position coordinates with:
All LAVTA Personnel
LAVTA’s Operations Contractor
Representatives of Local, County, Regional, State and Federal Agencies
Local civic groups and businesses
Vendors/contractors
The public

QUALIFICATIONS

Education: Bachelor’s degree in Mass Communications, Marketing, Business Administration, Journalism, Public Relations, Public Administration, or related field.

Experience: Three (3) years experience in marketing, communications, transit planning at a transit agency, or any combination of training and experience that provides required skills, knowledge, and abilities noted above and including but not limited to the ability to manage projects effectively and exceptional oral and written communication skills. Graphic design experience is desired.

Additional desired qualifications:

HTML

Supervisory skills

GIS skills

Bi-lingual skills

ATTACHMENT 4c



LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY (LAVTA)

POSITION DESCRIPTION

POSITION	Marketing Intern
CLASSIFICATION	Non-Exempt, Part-Time Temporary Position

BRIEF POSITION DESCRIPTION

Interns report directly to the Marketing Manager and coordinates with all Livermore Amador Valley Transit Authority (LAVTA) Personnel. LAVTA will provide the intern with guidance on projects and tasks, the opportunity to attend staff and committee meetings, and provide the necessary tools (e.g. computer, work station, etc.) for interns to complete assignments. Internship learning opportunities include, but are not limited to:

SPECIFIC DUTIES AND RESPONSIBILITIES

- Leads college and community events for Wheels bus service changes that include handing out flyers, communicating with students/the community on service changes, setting up/breaking down activation station, etc.
- Researches new marketing tactics for community outreach
- Updates and communicate changes within the marketing event plan and status document
- Helps build website assets such as taking photos of event activations, bus stops, community functions, etc.
- Assists with producing marketing collateral such as t-shirts, lanyards, pens, flyers, etc.
- Ensures bus schedules information is fully stocked and correct by traveling to libraries, places of business, and BART stations to check brochure inventory
- Completes other administrative and miscellaneous duties that are assigned

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED BY POSITION

- Planning on pursuing a career in marketing or advertising. Experience with marketing, advertising, community outreach or other similar experience is highly desirable.
- Currently enrolled at a college or university, part-time or full-time, as an undergraduate or graduate student at the time of application submission
- Must have excellent reading, writing, comprehension and editing skills
- Experience using MS Word, Excel is highly desirable.
- Must be available to work a minimum of 10 hours and a maximum of 20 hours per week, meet in person with supervisor at least once a week during LAVTA's regular business hours (8:00AM-5:00PM) Monday – Friday
- Must have reliable vehicle and willing to drive to suggested events
- High School Diploma

ORGANIZATIONAL RELATIONSHIPS

Position reports to Marketing Manager

Position coordinates with all LAVTA personnel
LAVTA Operations Contractor
Vendors/Contractors
The Public

ATTACHMENT 4d



LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

POSITION DESCRIPTION

POSITION	Director of Finance
CLASSIFICATION	Exempt

POSITION DESCRIPTION

The Director of Finance reports directly to the Executive Director and under his/her direction plans, organizes, manages and provides oversight for all accounting and finance of the Authority, including strategic financial planning, preparing of financial reporting, and facilitating audits. Additionally, provides general administrative support, human resources management and customer service oversight.

SPECIFIC DUTIES AND RESPONSIBILITIES

45% *Accounting/Finance*

- Provide oversight and manage all financial activities of the Authority;
- Oversee fare collection including daily reports, farebox security, and revenue reconciliation;
- Maintain general ledger and prepare monthly Financial Reports;
- Oversee the preparation of the annual state and federal reports such as the State Controller's Report and the National Transit Database;
- Prepare appropriate information for the annual financial audit;
- Assure financial management systems conform to generally accepted accounting principles and standards, and to the requirements of the state and federal governments;
- Monitor Authority's financial condition and advise the Executive Director of financial management issues;
- Facilitate the strategic planning process and prepare Authority's annual operating and capital budget;
- Review established policies, systems and procedures governing all aspects of the Authority's accounting, bookkeeping, and financial reporting activities;
- Administer and process claims for federal, state and local agency grants;
- Assist staff in conducting financial analysis of fixed route transit, paratransit service alternatives, financial forecasting, SRTP preparation, and other projects.

15% *Customer Service*

- Create and oversee Authority's Customer Service policies, procedures and processes for fixed route and paratransit service;
- Develop and oversee training programs;

- Develop and oversee the Authority's Customer Relations Policy and Customer Service Oversight program adhered to by the contractors providing fixed route and paratransit service;
- Oversee the customer request program and processing of all customer complaints and feedback;

15% *Grants Management*

- Identify and develop new sources of agency funding;
- Comply with all federal, state, and regional project development requirements (TIP, CMP, STIP, etc.);
- Oversee preparation of formula grant applications to federal, state, and regional agencies for capital and operating subsidies;
- Oversee preparation of periodic reports required by funding agencies;
- Oversee request for payments from funding agencies in accord with each agencies' requirements;
- At times, represent the Authority at meetings of various funding agencies;
- Monitor all federal, state, and regional laws and Notices of Proposed Rulemaking (NPRM's) relating to public transit;
- Ensure agency complies with all state and federal regulatory programs, specifically DBE, EEO, Title VI, CARB and ADA.

10% *Capital Projects, Asset Management, and Contract Management*

- Prepare budget for capital improvements and monitor expenditures;
- Oversee fixed assets management and control;
- Administer purchasing and inventory programs and policies;
- Oversee Operations and Maintenance contract with respect to billing. Specifically, develop programs and methods to monitor contractor operations to ensure that they conform to contract requirements for billing;
- Assist in preparation of contract documents;

10% *General Administrative Support and Human Resource Management*

- Provide centralized administrative support services, including purchasing and records management for all Authority departments;
- Administer procurement and inventory programs and policies and act as Authority's Procurement Officer;
- Create and oversee Authority's Human Resources policies, procedures and processes;
- Develop and oversee training programs;
- Oversee the recruitment process;
- Counsel employees and managers on human resources matters;
- Oversee the Authority's employee pay, benefit plan, insurance programs;
- Maintain personnel records, including health benefits, retirement benefits, etc., and acts as liaison with Public Employees Retirement System;

5% *Other duties as assigned*

Behavior

The employee shall work well under pressure meeting multiple and sometimes competing deadlines. The employee shall at all times demonstrate cooperative behavior with colleagues, supervisors, contract service provider, and the public.

ORGANIZATIONAL RELATIONSHIPS

Position reports directly to:

Executive Director

Position supervises:

Accounting Analyst
Administrative Assistant
Customer Service Supervisor
Customer Service Representative (2)

Position coordinates with:

All Authority staff
Contractor staff
Representatives of federal, state, regional, county and city agencies
Local civic groups and businesses
Vendors
The public

QUALIFICATIONS

Credentials:

Bachelor's degree in public finance, accounting, economics, business administration, public administration, or related field pertinent to position. Master's Degree in Business Administration or related field is desired.

Professional Experience:

Five to seven years' experience in performing accounting, grants management and financial management functions, preferably with a public transit or public agency. Knowledge of human resource management and experience with supervision, or any combination of training and experience that provides the required skills, knowledge and abilities.

KNOWLEDGE/SKILLS REQUIRED BY POSITION

Skills & Abilities:

Ability to lead and coordinate projects;
Ability to make effective public presentations;
Ability to communicate effectively, both orally and in writing;
Ability to motivate staff;
Ability to recognize business problems, develop alternatives, and implement viable solutions;

Strategic and tactical thinking skills.

Ability to handle multiple and changing priorities and deadlines.

Ability to work effectively with representatives of federal, state and local government agencies, local elected and appointed officials and with the general public.

Knowledge of:

Accounts Payable

Accounts Receivable

Payroll

General Accounting

Public Procurement Policies

Federal and State Reporting

Grant application and proposal preparation, and grant funds disbursement.

Federal and private funding sources.

Principles, operations and methods of public finance, fiscal management, transportation planning, and public administration, including accounting, budget preparation, program analysis, and revenue forecasting.

Federal and State laws, regulations, and requirements pertaining to transportation grants programs and audits.

Principles and techniques of management analysis, organizational and human resource management and employee benefit administration.

ATTACHMENT 4e



LIVERMORE/AMADOR VALLEY TRANSIT AUTHORITY

POSITION DESCRIPTION

POSITION Director of Planning and Operations

CLASSIFICATION Exempt

POSITION DESCRIPTION

The Director of Planning and Operations reports to the Executive Director and under his/her direction oversees and manages strategic planning, including discretionary grants, operations planning and contract management, short/long range planning, capital planning, projects and facilities and security.

SPECIFIC DUTIES AND RESPONSIBILITIES

45% *Short/Long Range Planning and Operations and Contract Management*

- Oversee the strategic development of long and short-range transit plans (e.g. SRTPs) and other related planning efforts;
- Monitor operations and manage service changes as appropriate to provide quality transportation services that are easy-to-use. Provide contract oversight of Fixed Route and Paratransit Contracts;
- Oversee the writing of discretionary grant applications to obtain funding for the agency's services and capital projects;
- Work with departments from each member city and Alameda County to ensure Authority transit services meet the current and future needs of each city and the County;
- Respond to community input on service design;
- Represent the Authority on various planning committees and organizations.

30% *Project Management*

- Oversee the planning, design, and implement of projects, including meeting scope, schedule, budget and quality requirements;
- Plan, develop and manage fleet procurements and other on-going capital equipment and inventory;
- Develop and implement projects and services consistent with the LAVTA Strategic Plan.

15% *Provide a Leadership Role within the Agency*

- Support the Executive Director;
- Assist in supporting the Authority's Board of Directors;
- Work collaboratively with other Directors on the agency's Management Team;
- Effectively manage the Planning and Projects Department staff.

5% Facilities and Security Management

- Plan and oversee the maintenance of the authority's maintenance, administration Operations and satellite facilities;
- Ensure that proper maintenance and preventative maintenance is being performed on all authority's buildings and properties;
- Review need for new security measures and specifications for new/replacement equipment;
- Maintain a safe and secure environment for authority's customers and employees;
- Manage and directs contract security services in coordination with in-house.

5% Other duties as assigned***Behavior***

The employee shall work well under pressure meeting multiple and sometimes competing deadlines. The employee shall at all times demonstrate cooperative behavior with colleagues, supervisors, contract service provider, and the public.

KNOWLEDGE/SKILLS REQUIRED BY POSITION**Skills & Abilities:**

Ability to think strategically and proactively;
 Ability to lead and coordinate projects;
 Ability to develop and prepare comprehensive service plans, studies, and reports;
 Ability to make effective public presentations;
 Ability to communicate effectively, both orally and in writing;
 Ability to obtain public acceptance of the Authority;
 Ability to motivate staff;
 Ability to recognize business problems, develop alternatives, and implement viable solutions;
 Ability to prepare and monitor departmental operating budget.

Knowledge of:

Knowledge of Project Management principles and demonstrated experience in project delivery, meeting scope, schedule, budget, and quality requirements;
 Transit planning principles, survey design, implementation and analysis;
 Information technology resources;
 Marketing and communications principles;
 Knowledge of state, federal and regional laws and regulations relating to funding and operations of public transit;
 Relative location of cities, basic geography and prominent landmarks of the Wheels service area.

ORGANIZATIONAL RELATIONSHIPS**Position reports directly to:**

Executive Director

Position supervises:

Senior Grant, Project Management and Contract Specialist
Paratransit Planner
Senior Fleet and Technology Management Specialist
Planning Intern

Position coordinates with:

All Authority staff, particularly other department directors
Maintenance and Operations Contractor staff
Representatives of federal, state, regional, county and city agencies
Local civic groups and businesses
Vendors
The public

QUALIFICATIONS

Bachelor's/Master's degree(s) in Transportation Planning, Business Administration, Urban Planning, or related field. Five years of responsible management experience in public transit preferably at the local or regional level. The position requires 3-5 years of planning experience as well as 3-5 years of experience reporting directly to a governing body (i.e., Board of Directors) or substantial interaction with a governing body. Project Management training desirable.

ATTACHMENT 4f



LIVERMORE/AMADOR VALLEY TRANSIT AUTHORITY

JOB DESCRIPTION

POSITION: Senior Grants, Project Management, and Contract Specialist

CLASSIFICATION: Non-Exempt, Full-Time Position

BRIEF POSITION DESCRIPTION

The Senior Grants, Project Management and Contract Specialist position reports directly to the Director of Planning and Operations and is responsible for discretionary grant writing and management. Additionally, the position provides project management, including project planning, procurement, budget management, reporting and closeout. Finally, position provides contract oversight of the fixed route contractor.

ESSENTIAL DUTIES AND RESPONSIBILITIES

25% Discretionary Grant Writing and Management

- Monitors all federal, state, and regional laws and notices of upcoming grant opportunities relating to public transit
- Researches discretionary grant opportunities and develops grant funding strategies;
- Prepares grant applications to federal, state, and regional agencies;
- Updates staff on grant progress, i.e., document submittals, deadlines, and upcoming grant opportunities as needed. Prepares necessary grant amendments requests, extensions, revisions, and progress updates;
- Monitors and maintains tracking system for milestones and deliverables, and upcoming grant opportunities;
- Anticipates and meets all reporting and submission deadlines.
- Coordinates legislative support for grant applications

30% Project Management

- Manages Authority projects, including project planning, procurement, budget management, reporting and closeout;
- Provides coordination with Authority leadership on projects;
- Provides written and verbal updates to Authority Board of Directors on projects.
- Monitors and provides support for legislative activity that affects Authority projects and mission.

35% Fixed Route Contract Compliance

- Manages the various elements of fixed route contract oversight, including contract staffing levels, customer service training, safety training and trends, maintenance, and overall performance of the fixed route service;
- Regularly and randomly inspects the elements of the fixed route contract oversight in the field;
- Meets on a regular basis with fixed route contractor to address deficiencies;
- Provides regular updates to Authority leadership on the performance of the contractor in providing fixed route services.

Other duties as assigned 10%

The employee shall work well under pressure meeting multiple and sometimes competing deadlines. The employee shall at all times demonstrate cooperative behavior with colleagues, supervisors, contract service provider, external grant funding agencies, and the public.

The work of this position is primarily performed in an office setting, working at a computer, phone, etc.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED BY POSITION:

- Strong writer with clear and concise style
- Strong grammar, editorial and proofreading abilities; high level of attention to detail
- The ability to understand, interpret, and apply complex rules, regulations, and legal provisions governing grant programs.
- Ability to identify and research issues and develop sound strategies and options for implementing solutions
- Computer proficiency with skills in Word, Excel, PowerPoint, and Outlook in addition to learning new software programs if/when necessary.
- Ability to organize, prioritize and manage multiple tasks while meeting critical deadlines
- Ability to work in a team and individually
- Some knowledge and experience of grant/contract reporting requirements and regulations on federal, state, and local government agency programs, issues, and regulations (OMB Circulars), especially related to public transit
- Knowledge or familiarity with the Livermore Tri-Valley area is desired but not required
- Commitment to public transit and its goals
- Familiarity with CARB, DBE, ADA, EEO, and Title VI is desired but not required

LICENSE REQUIREMENTS:

Must possess and maintain a current, valid California Driver's License and satisfactory driving record (periodically drives LAVTA vehicles).

ORGANIZATIONAL RELATIONSHIPS

- Position reports directly to:
Director of Planning and Operations

- Position coordinates with:
All LAVTA Personnel
LAVTA's Fixed Route Contractor
Representatives of Local, County, Regional, State and Federal Agencies

QUALIFICATIONS:

Education: Bachelor's degree.

Experience: Three to five years of experience in grant and/or financial management and project management within a public or transit agency (e.g. internship or assistant) is desired, including some knowledge of federal, state, and local regulations (e.g. OMB Circulars) governing grant programs for transit agencies; or demonstrated ability to gain that knowledge.

ATTACHMENT 4g



LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

POSITION DESCRIPTION

POSITION Accounting Analyst

CLASSIFICATION Non-Exempt

POSITION DESCRIPTION

The Accounting Analyst reports to the Director of Finance and is responsible for processing and maintaining the accounts payable, receivable, payroll, ticket inventory, grant billing and reporting, assisting with audit preparation, and other accounting tasks for the agency.

SPECIFIC DUTIES AND RESPONSIBILITIES

70% *Perform all routine and specialized accounting activities*

Under general supervision:

- Responsible for all aspects of accounts payable including reviewing and reconciling invoices, entering invoices into the accounts payable system, processing checks and direct deposits (at least twice per month), working with vendors to resolve discrepancies, preparing 1099 forms, maintaining W-9 records and state quarterly reports, and reconciling accounts;
- Responsible for depositing all non farebox revenue in the agency bank account including tracking and safekeeping funds for deposit and reconciling the revenue accounts;
- Responsible for the control of the fare media both the inventory and the billing and delivery of tickets to vendors;
- Responsible for all aspects of agency payroll including processing bi-weekly paychecks and preparing quarterly and annual reports and providing W-2 forms to employees;
- Billing of ticket vendors, and those under a concession agreement;
- Maintain accounting files;
- Effects transfer of funds between bank accounts;
- Responsible for accounts receivable activities including monthly and quarterly billing of a variety of revenue sources, including grants;
- Maintains Accounts Payable records including the tracking of various payables such as fuel prices and insurance claims paid;
- Processes monthly and quarterly reports pertaining to a variety of agency activities including fuel storage and both fixed route and paratransit operations;
- Quarterly financial grant reporting.

20% *Provide support to the Director of Finance*

- Perform accounting tasks in preparation for year-end financial reconciliations;
- Perform tasks relevant to fare collection including daily reports and revenue reconciliation;
- Assist in administration of CalPERS and benefits programs, including addition and deletion of active employees;

10% *Other duties as assigned*

Behavior

The employee shall work well under pressure meeting multiple and sometimes competing deadlines. The employee shall at all times demonstrate cooperative behavior with colleagues, supervisors, contract service provider, and the public.

KNOWLEDGE/SKILLS REQUIRED BY POSITION

Skills & Abilities:

Ability to work with numbers

Ability to work with employees at all levels of the organization

Ability to explain accounting concepts to non-accounting personnel

Ability to perform complex account analyses

Ability to meet frequent and multiple deadlines

Knowledge of:

General accounting concepts

Accounts payable

Accounts receivable

Payroll including state and federal tax requirements

Computerized accounting systems

Microsoft Word and Excel

LICENSE REQUIREMENTS:

Must possess and maintain a current, valid California Driver's License and satisfactory driving record (periodically drives LAVTA vehicles).

ORGANIZATIONAL RELATIONSHIPS

Position reports directly to:

Director of Finance

Position coordinates with:

All LAVTA staff

LAVTA's contract service provider and other outside vendors

QUALIFICATIONS

Requires a BA degree in accounting or related field or four years of relevant experience.

ATTACHMENT 5



RESOLUTION NO. 19-2016

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
ESTABLISHING FY2017 SALARY BANDS**

WHEREAS, the Board of Directors of the Livermore Amador Valley Transit Authority adopted Resolution No. 26-2014, which established the current Human Resources Policy; and

WHEREAS, Section 4.2, Rates of Pay, of the Human Resources Policy requires an annual review of the Salary Ranges as part of the annual budget process; and

WHEREAS, it is desirable and necessary to revise the Salary Bands.

NOW, THEREFORE, BE IT RESOLVED that the Salary Bands for FY2017 are revised as follows:

Salary Bands

The following salary bands represent the categories of employment within the agency. Bands will be adjusted annually as part of the budget process. Periodically the Board of Directors may make additional one time adjustments to the bands based on market conditions, or other relevant factors indicating that the bands have become non-competitive. The Executive Director will have the authority to set salaries for positions within each band based on adopted budget constraints.

Monthly salary ranges as of July 1, 2016.

Monthly Salary Ranges

<u>Band 1</u>	<u>\$3,334 - \$4,668</u>
Customer Service Representative	
<u>Band 2</u>	<u>\$4,167 - \$5,835</u>
Accounting Assistant	
Community Outreach Coordinator	
Administrative Assistant	
Customer Service Supervisor	
<u>Band 3</u>	<u>\$5,002 - \$7,003</u>
Paratransit Planning Specialist	
<u>Band 4</u>	<u>\$6,002 - \$8,402</u>
Senior Transit Planner	
Senior Fleet & Technology Management Specialist	

Senior Marketing & Communications Specialist
Senior Grants & Project Management Specialist

Band 5 \$7,202 - \$10,083
Finance and Grants Manager

Band 6 \$8,643 - \$12,099
Director of Administrative Services
Director of Planning and Communications

PASSED AND ADOPTED this 6th day of June, 2016.

Don Biddle, Chair

ATTEST:

Michael Tree, Executive Director

Approved as to form:

Michael Conneran, Legal Counsel

ATTACHMENT 6



RESOLUTION NO. 38-2016

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
REVISING FY2017 SALARY BANDS**

WHEREAS, the Board of Directors of the Livermore Amador Valley Transit Authority adopted Resolution No. 26-2014, which established the current Human Resources Policy; and

WHEREAS, Section 4.2, Rates of Pay, of the Human Resources Policy requires an annual review of the Salary Ranges as part of the annual budget process; and

WHEREAS, it is desirable and necessary to revise the Salary Bands.

NOW, THEREFORE, BE IT RESOLVED that the Salary Bands for FY2017 are revised as follows:

Addition of Accounting Analyst to Band 3.

Monthly salary ranges as of November 7, 2016.

Monthly Salary Ranges

<u>Band 1</u>	<u>\$3,334 - \$4,668</u>
Customer Service Representative	
<u>Band 2</u>	<u>\$4,167 - \$5,835</u>
Accounting Assistant	
Community Outreach Coordinator	
Administrative Assistant	
Customer Service Supervisor	
<u>Band 3</u>	<u>\$5,002 - \$7,003</u>
Paratransit Planning Specialist	
Accounting Analyst	
<u>Band 4</u>	<u>\$6,002 - \$8,402</u>
Senior Transit Planner	
Senior Fleet & Technology Management Specialist	
Senior Marketing & Communications Specialist	
Senior Grants & Project Management Specialist	
<u>Band 5</u>	<u>\$7,202 - \$10,083</u>
Finance and Grants Manager	

Band 6

\$8,643 - \$12,099

Director of Administrative Services
Director of Planning and Communications

PASSED AND ADOPTED this 7th day of November, 2016.

Steven Spedowski, Chair

ATTEST:

Michael Tree, Executive Director

Approved as to form:

Michael Conneran, Legal Counsel

AGENDA

ITEM 8



STAFF REPORT

SUBJECT: Procurement of Executive Consultant for the Altamont Regional Rail Working Group

FROM: Michael Tree, Executive Director

DATE: November 7, 2016

Action Requested

Award the contract for Executive Consulting Services.

Background

The Altamont Regional Rail Working Group (ARRWG) was formed in October of 2015 and has quickly gained momentum with its work to provide input into the regional rail planning taking place in the Tri-Valley. On August 1, 2016, staff brought to the LAVTA Board an application from the Metropolitan Planning Commission (MTC) to fund an Executive for the ARRWG through consultant services (see Attachment 1). The Board approved the application, which was subsequently approved and funded by MTC.

Discussion

A Request for Proposals to provide Executive consulting services to the ARRWG was released on August 19, 2016 and proposals were due on September 30, 2016 at 5:00 p.m. LAVTA received three (3) qualified proposals.

On November 2, 2016, two representatives from the ARRWG, including ARRWG Chair Scott Haggerty, interviewed the three firms and selected a most qualified firm for the consulting services. Staff is currently in discussions and final negotiations with the preferred firm and will bring an update and a contract for services to the LAVTA Board meeting for consideration.

Fiscal Impact

The Executive Consultant is being funded entirely through MTC with Regional Measure 1 funding. There is no impact to the LAVTA FY2017 budget.

Recommendation

The recommendation is that the LAVTA Board award the contract for Executive Consulting Services.

Attachments:

1. August 1, 2016 Board of Directors Staff Report

Submitted: _____

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

STAFF REPORT

SUBJECT: Application to fund Executive level position for the Altamont Regional Rail Working Group

FROM: Michael Tree, Executive Director

DATE: August 1, 2016

Action Requested

The staff recommendation is that the LAVTA Board approves Resolution 30-2016 and the Initial Project Report to fund from Regional Measure 1 bridge toll funds through MTC an Executive level position for the Altamont Regional Rail Working Group.

Background

The Altamont Regional Rail Working Group (Working Group) was created in October of 2015 to ensure that regional rail planning leads to project implementation that is fast, cost effective and responsive to community goals and objectives.

The Working Group is composed of the following policy makers:

Scott Haggerty, Supervisor, Alameda County (Chair)
Moses Zapien, Supervisor, San Joaquin County (Vice-Chair)
David Haubert, Mayor, City of Dublin
John Marchand, Mayor, City of Livermore
Jerry Thorne, Mayor, City of Pleasanton
Veronica Vargas, Councilmember, City of Tracy
Vince Hernandez, Board Member, ACE (Manteca)
John McPartland, Board Member, BART
Steven Spedowfski, Board Member, LAVTA (Livermore)
Dale Kaye, CEO Innovation Tri-Valley Leadership Group (Ex-Officio)
Kristin Connelley, CEO East Bay Leadership Council (Ex-Officio)
Michael Ammann, CEO, San Joaquin Partnership (Ex-Officio)

The Working Group meetings have been well attended by its members and the public. There is a growing recognition of the importance of the BART to ACE project and the impact it will have on the mega-region in regard to congestion relief on the I-580, which consistently ranks as one of the most congestion roadways in the Bay Area.

The BART to ACE project is currently in the environmental review process, with the draft environmental impact report due to be released in early 2017 and construction scheduled for completion in 2026. However, significant delays in funding for the project are likely to continue as the BART Board and staff show a lack of focus on the project. To this end, the Working Group is looking at alternatives, such as a JPA or the creation of a Construction Authority to keep the project from further delays.

Discussion

To provide a higher level of focus and momentum on the BART to ACE project Supervisor Haggerty requested and received \$330,000 per year from MTC for the next 24 months to fund an Executive for the Working Group. Under the direction of the Executive Director, the Executive will work to ensure that BART to ACE is successful, collaborating with policy makers and the public to assemble required funding and to ensure that the project is delivered efficiently, on-time and within budget.

The Executive position will be advertised in August as a sole focus consultant for the agency. Staff anticipates interviews to take place in early September and a selection made before the September Working Group meeting. Although the Executive position is only funded for 24 months, it is expected that the position will be productive and that the funding will continue under a continuing agreement with MTC.

Financial Impact

The Executive level position for the Working Group is being funded entirely through MTC with Region Measure 1 funding. There is no impact to the LAVTA FY2017 budget.

Recommendation

Staff recommends the LAVTA Board approve Resolution 30-2016 and the Initial Project Report to fund from Regional Measure 1 bridge toll funds through MTC an Executive level position for the Altamont Regional Rail Working Group.

Attachments:

1. Resolution 30-2016
2. Regional Measure 1 Initial Project Report (IPR)

Submitted: _____

PART 1: RM1 IMPLEMENTING AGENCY RESOLUTION OF PROJECT COMPLIANCE

Resolution No. 30-2016

**Implementing Agency:
Livermore Amador
Valley Transit
Authority**

**Project Title: Rail
Planning for the Tri-
Valley**

WHEREAS, SB 916 (Chapter 715, Statutes 2004), commonly referred as Regional Measure 1, identified projects eligible to receive funding under the Regional Traffic Relief Plan; and

WHEREAS, the Metropolitan Transportation Commission (MTC) is responsible for funding projects eligible for Regional Measure 1 (RM1) funds, pursuant to Streets and Highways Code Section 30914(c) and (d); and

WHEREAS, MTC has established a process whereby eligible transportation project sponsors may submit allocation requests for Regional Measure 1 funding; and

WHEREAS, allocations to MTC must be submitted consistent with procedures and conditions as outlined in Regional Measure 1 Policy and Procedures; and

WHEREAS, MTC adopted Resolution No. 4137, Revised, which establishes the program of projects for RM1 90% Rail Reserve funds; and

WHEREAS, the RM1 bridge toll funds allocation request, attached hereto in the Initial Project Report and incorporated herein as though set forth at length, lists the project, purpose, schedule, budget, expenditure and cash flow plan for which the LAVTA is requesting that MTC allocate RM1 90% Rail Reserve funds; now, therefore, be it

RESOLVED, that the LAVTA, and its agents shall comply with the provisions of the Metropolitan Transportation Commission's Regional Measure 1 Policy Guidance (MTC Resolution No. 3636); and be it further

RESOLVED, that the Livermore Amador Valley Transit Authority (LAVTA) certifies that the project is consistent with the Regional Transportation Plan (RTP); and be it further

RESOLVED, that the year of funding for any design, right-of-way and/or construction phases has taken into consideration the time necessary to obtain environmental clearance and permitting approval for the project; and be it further

RESOLVED, that the RM1 phase or segment is fully funded, and results in an operable and useable segment; and be it further

RESOLVED, that the LAVTA approves the updated Initial Project Report, attached to this resolution; and be it further

RESOLVED, that the LAVTA approves the cash flow plan, attached to this resolution; and be it further

RESOLVED, that the LAVTA has reviewed the project needs and has adequate staffing resources to deliver and complete the project within the schedule set forth in the updated Initial Project Report, attached to this resolution; and, be it further

RESOLVED, that the LAVTA certifies that the projects and purposes for which RM1 funds are being requested is in compliance with the requirements of the California Environmental Quality Act (Public Resources Code Section 21000 et seq.), and with the State Environmental Impact Report Guidelines (14 California Code of Regulations Section 15000 et seq.) and if relevant the National Environmental Policy Act (NEPA), 42 USC Section 4-1 et. seq. and the applicable regulations thereunder; and be it further

RESOLVED, that there is no legal impediment to the LAVTA making allocation requests for RM1 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 the LAVTA to deliver such project; and be it further

RESOLVED, that the 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 the LAVTA indemnifies and holds harmless MTC, its Commissioners, representatives, agents, and employees from and against all claims, injury, suits, demands, liability, losses, damages, and expenses, whether direct or indirect (including any and all costs and expenses in connection therewith), incurred by reason of any act or failure to act of the LAVTA, its officers, employees or agents, or subcontractors or any of them in connection with its performance of services under this allocation of RM1 funds. In addition to any other remedy authorized by law, so much of the funding due under this allocation of RM1 funds as shall reasonably be considered necessary by MTC may be retained until disposition has been made of any claim for damages, and be it further

RESOLVED, that the LAVTA shall, if any revenues or profits from any non-governmental use of property (or project) that those revenues or profits shall be used exclusively for the public transportation services for which the project was initially approved, either for capital improvements or maintenance and operational costs, otherwise the Metropolitan Transportation Commission is entitled to a proportionate share equal to MTC's percentage participation in the projects(s); and be it further

RESOLVED, that assets purchased with RM1 funds including facilities and equipment shall be used for the public transportation uses intended, and should said facilities and equipment cease to be operated or maintained for their intended public transportation purposes for its useful life, that the Metropolitan Transportation Commission (MTC) shall be entitled to a present day

value refund or credit (at MTC's option) based on MTC's share of the Fair Market Value of the said facilities and equipment at the time the public transportation uses ceased, which shall be paid back to MTC in the same proportion that RM1 funds were originally used; and be it further

RESOLVED, that the LAVTA authorizes its Executive Director to execute and submit an allocation request for the environmental phase with MTC for RM1 funds in the amount of \$660,000, for the project, purposes and amounts included in the project application attached to this resolution; and be it further

RESOLVED, that the Executive Director is hereby delegated the authority to make non-substantive changes or minor amendments to the IPR as he/she deems appropriate.

RESOLVED, that a copy of this resolution shall be transmitted to MTC in conjunction with the filing of the LAVTA application referenced herein.

Steven Spedowfski, Chair

ATTEST:

Michael Tree, Executive Director

APPROVED AS TO FORM:

Michael Conneran, Legal Counsel

Regional Measure 1 Initial Project Report (IPR)

Project Title:

RM1 Project No.

Allocation History:

	MTC Approval Date	Amount	Phase
#1:	N/A	N/A	N/A
#2			
#3			

Total: \$

Current Allocation Request:

IPR Date	Amount Being Requested	Phase Requested
August 1, 2016	\$660,000	Phase I

I. OVERALL PROJECT INFORMATION

A. Project Sponsor / Co-sponsor(s) / Implementing Agency

The project sponsor is the Livermore Amador Valley Transit Authority

B. Project Purpose

The project purpose is to provide expertise to move the environmental process forward at a quicker, more efficient pace for rail planning in the Tri-Valley.

C. Project Description (please provide details)

Project Graphics to be sent electronically with This Application

LAVTA intends to procure a consultant for two years in order to accomplish the following tasks: coordinate environmental work in Tri-Valley to include BART to ACE project, manage opportunities for environmental work efficiencies such as project scope, timelines, and budgets with lead project team for environmental work, assist project team in articulating EIR process, outcomes, and decision maker/public outreach and comment process, provide leadership for decision makers in the budget approval process to ensure funding is adequate for the project, provide guidance and expertise to assist policy makers in the preferred alternative selection process for preparation of final environmental impact reports.

D. Impediments to Project Completion

-Potential impediments to the environmental work and the progress of the BART to ACE rail project include funding challenges and priority delays by BART.

E. Operability

-N/A

II. PROJECT PHASE DESCRIPTION and STATUS

F. Environmental –

Does NEPA Apply: Yes No

- 2016: Environmental Impact Report (EIR) work in progress
- 2017: Release Draft EIR/Identify Recommended alternative/Release Final EIR
- 2018: Work on Draft Environmental Impact Statement (DEIS)
- 2019: Release DEIS
- 2020: Release FEIS
- 2022: Complete design

Lead agency in this process at the present time in BART.

G. Design – N/A

H. Right-of-Way Activities / Acquisition – N/A

I. Construction / Vehicle Acquisition – N/A

III. PROJECT BUDGET

J. Project Budget (Escalated to year of expenditure)

Phase	Total Amount - Escalated - (Thousands)
Environmental Studies & Preliminary Eng (ENV / PE / PA & ED)	\$660,000
Design - Plans, Specifications and Estimates (PS&E)	0
Right-of-Way Activities /Acquisition (R/W)	0
Construction / Rolling Stock Acquisition (CON)	0
Total Project Budget (in thousands)	\$660,000

K. Project Budget (De-escalated to current year)

Phase	Total Amount - De-escalated - (Thousands)
Environmental Studies & Preliminary Eng (ENV / PE / PA & ED)	\$660,000
Design - Plans, Specifications and Estimates (PS&E)	0
Right-of-Way Activities /Acquisition (R/W)	0
Construction / Rolling Stock Acquisition (CON)	0
Total Project Budget (in thousands)	\$660,000

L. Project Budget – Deliverable Segment (Escalated to year of expenditure)

Phase	Total Amount - Escalated - (Thousands)
Environmental Studies & Preliminary Eng (ENV / PE / PA & ED)	\$660,000
Design - Plans, Specifications and Estimates (PS&E)	0
Right-of-Way Activities /Acquisition (R/W)	0
Construction / Rolling Stock Acquisition (CON)	0
Total Project Budget (in thousands)	\$660,000

M. Project Budget – Deliverable Segment (De-escalated to current year)

Phase	Total Amount - De-escalated - (Thousands)
Environmental Studies & Preliminary Eng (ENV / PE / PA&ED)	\$660,000
Design - Plans, Specifications and Estimates (PS&E)	0
Right-of-Way Activities /Acquisition (R/W)	0
Construction / Rolling Stock Acquisition (CON)	0
Total Project Budget (in thousands)	\$660,000

IV. OVERALL PROJECT SCHEDULE

Phase-Milestone	Planned (Update as needed)	
	Start Date	Completion Date
Environmental Document	9/1/2016	9/1/2018
Environmental Studies, Preliminary Eng. (ENV / PE / PA&ED)	-	-
Final Design - Plans, Specs. & Estimates (PS&E)	-	-
Right-of-Way Activities /Acquisition (R/W)	-	-
Construction (Begin – Open for Use) / Acquisition / Operating Service (CON)	-	-

V. ALLOCATION REQUEST INFORMATION

N. Detailed Description of Allocation Request

Describe the scope of the allocation request. Provide background and other details as necessary.

LAVTA intends to procure a consultant for two years in order to accomplish the following tasks: coordinate environmental work in Tri-Valley to include BART to ACE project, manage opportunities for environmental work efficiencies such as project scope, timelines, and budgets with lead project team for environmental work, assist project team in articulating EIR process, outcomes, and decision maker/public outreach and comment process, provide leadership for decision makers in the budget approval process to ensure funding is adequate for the project, provide guidance and expertise to assist policy makers in the preferred alternative selection process for preparation of final environmental impact reports.

Amount being requested (in escalated dollars)	\$660,000
Project Phase being requested	I
Are there other fund sources involved in this phase?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Date of anticipated Implementing Agency Board approval the RM1 IPR Resolution for the allocation being requested	August 1, 2016
Month/year being requested for MTC Commission approval of allocation	August 2016

O. Status of Previous Allocations (if any)

N/A

P. Workplan

Workplan in Alternate Format Enclosed

TASK NO	Description	Deliverables	Completion Date
1	Monitor EIR process		August 2018
2	Planning for appropriate funding of project		August 2018
3	Articulate to decision makers and public EIR process and results		August 2018

Q. Impediments to Allocation Implementation

- Potential impediments, although not likely, to the work plan include future funding changes/challenges and community and political opposition. Not likely are cost increases due to BART being the lead on the budget environmental process. Legal impediments and community -and political opposition is unpredictable, but could service as the EIR process culminates.

VI. RM-1 FUNDING INFORMATION

R. RM-1 Funding Expenditures for funds being allocated

The companion Microsoft Excel Project Funding Spreadsheet to this IPR is included

S. Next Anticipated RM1 Allocation Request.

August of 2018

VII. GOVERNING BOARD ACTION

Check the box that applies:

Governing Board Resolution attached

Governing Board Resolution to be provided on or before:

VIII. CONTACT / PREPARATION INFORMATION

Contact for Applicant's Agency

Name: Michael Tree

Phone: 925-455-7546

Title: Executive Director

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Information on Person Preparing IPR

Name: Michael Tree

Phone: 925-~~206-2317~~455-7564

Title: Executive Director

E-mail: mtree@lavta.org

Address: 1362 Rutan Court, Suite 100, Livermore CA 94551

Applicant Agency's Accounting Contact

Name: Tamara Edwards

Phone: 925-~~206-7566~~925-455-7566

Title: Grants and Finance Manager

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