

STAFF REPORT

SUBJECT: MOU with Central Contra Costa Transit Authority  
FROM: Christy Wegener, Director of Planning and Operations  
DATE: November 6, 2017

---

**Action Requested**

Receive staff report and approve Memorandum of Understanding (MOU).

**Background**

At the September Finance and Administration Committee and October Board meetings, staff presented a draft MOU with the Central Contra Costa Transit Authority (County Connection) for the management of the LAVTA Shared Autonomous Vehicle (SAV) project in the City of Dublin. The draft MOU outlined roles and responsibilities for both LAVTA and County Connection. At the meetings, Board members expressed support for the arrangement but directed staff to clarify that County Connection's contribution to the project (project management) was in-kind, and was not tied to the funding that the Contra Costa Transportation Authority (CCTA) is receiving for their SAV/GoMentum project. Board members also requested that a subcommittee be formed among the LAVTA and County Connection Boards to oversee the project.

**Discussion**

Staff confirmed with County Connection that the funding for the proposed project manager (Rashidi Barnes, Director of Innovation and Shared Mobility) was not tied to funding CCTA receives for their SAV project. Staff and County Connection discussed creating a subcommittee comprised of three Board members from the respective governing bodies to oversee and provide direction on the SAV project. The project manager, working under the supervision of LAVTA's Director of Planning and Operations, would periodically report project updates to that Committee. An updated draft MOU is included as Attachment 1.

**Fiscal Impact**

None. The MOU envisions that County Connection will provide project management as in-kind financial contribution to the partnership.

**Recommendation**

The Finance and Administration Committee recommends the Board approve the MOU with County Connection.

Attachments:

1. Draft Memorandum of Understanding
2. Resolution 33-2017

*Submitted:* \_\_\_\_\_

MEMORANDUM of UNDERSTANDING  
BETWEEN

Central Contra Costa Transit Authority and the Livermore Amador Valley Transit Authority

This Memorandum of Understanding (MOU) by and between County Connection (CCCTA) and the Livermore Amador Valley Transportation Authority (LAVTA), both joint powers authorities, acknowledges the mutual goal of the development, evaluation and potential operation of Shared Automated Vehicle (SAV) Technology for the purposes of mass transit. This agreement is intended to facilitate a symbiotic development and evaluation program that will meet the public transportation needs of CCCTA and LAVTA's service population. Furthermore it underscores each party's willingness to work together with the underlying goal of increasing the areas public transportation options through innovation, reducing congestion along the I-580/I-680 corridors and increased interagency connectivity to support a seamless transportation network.

**RECITALS**

**WHEREAS**, CCCTA, a public transportation authority that provides fixed-route and paratransit bus service throughout the cities of Concord, Pleasant Hill, Martinez, Walnut Creek, Clayton, Lafayette, Orinda, Moraga, Danville, San Ramon, as well as unincorporated communities in Central Contra Costa County; and

**WHEREAS**, LAVTA, a public transportation authority that provides fixed-route and paratransit bus service throughout the cities of Dublin, Livermore, Pleasanton, and in unincorporated areas of Alameda County; and

**WHEREAS**, CCCTA and LAVTA have the expertise in providing safe, affordable and reliable public transportation choices within their respective service areas; and

**WHEREAS**, CCCTA and LAVTA are dedicated to the development of SAV technology for Mobility-On-Demand (MOD) to solve first mile/last mile (FM/LM) commuting challenges by connecting residents to public transportation options via SAV's; and

**WHEREAS**, LAVTA has secured a grant from the Bay Area Air Quality Management District (BAAQMD) to develop, evaluate and deploy SAV technology for FM/LM connections to major transit nodes, that will reduce greenhouse gas (GHG) emissions; and

**WHEREAS**, the CCCTA has a Director of Innovation and Shared Mobility and has agreed to work in-kind for LAVTA's SAV project to represent both LAVTA's and CCCTA's best interests; and

**WHEREAS**, a Steering Committee comprised of LAVTA and CCCTA Board Members will be formed to oversee and provide direction on the SAV project; and

**THEREFORE**, furtherance of this MOU and with consideration of mutual covenants, CCCTA and LAVTA, all parties agree to the following:

**AGREEMENT**

- i. CCCTA and LAVTA agree to partner on the development and evaluation of a SAV public transportation option for future use within their respective service areas. This includes but is not limited to, the evaluation of innovative technologies needed to meet the goals of working within the connected vehicle environment.
- ii. The Director of Innovation and Shared Mobility, employee of CCCTA, will provide overall project management, and will not be considered an employee of LAVTA.
- iii. The project manager will coordinate all work with the LAVTA Director of Planning and Operations.
- iv. The decision-making process for the development and evaluation of the project phases will involve a steering committee comprised of both the CCCTA and LAVTA Boards.
- v. Any financial reporting and invoicing, required by BAAQMD, will be administered by LAVTA.
- vi. CCCTA is committed to identifying additional funding if needed to continue the development and evaluation of SAVs, if needed.
- vii. CCCTA and LAVTA agree that the SAV is to first be deployed in Dublin as previously planned by LAVTA.
- viii. Future deployment of SAV's will focus the FM/LM commuting challenges of the I-580/I-680 Transportation corridors.
- ix. CCCTA and LAVTA agree to communicate and meet continuously throughout the program to keep the project on track and to prepare for implementation of adopted recommendations in a timely manner.
- x. All data will be shared between both entities to ensure transparency and inclusion for better understanding to programs failures and success.
- xi. CCCTA and LAVTA agree to announce publicly this partnership jointly.
- xii. At the conclusion of the program evaluation and the adoption of recommendations by both entities, staff will work collaboratively to implement recommendations. At that time, the parties may consider entering into a new MOU to further this collaborative process.

This understanding will be in effect November 6, 2017 through December 31, 2020. If changes to the above procedures are required of either party, written notice will be provided.

---

Rick Ramacier, General Manager  
County Connection

---

Michael Tree, Executive Director  
Livermore Amador Valley Transportation  
Authority

---

Date

---

Date

**RESOLUTION NO. 33-2017**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY  
APPROVING A MEMORANDUM OF UNDERSTANDING WITH THE  
CENTRAL CONTRA COSTA TRANSIT AUTHORITY (CCCTA) FOR THE  
DEVELOPMENT, EVALUATION AND POTENTIAL OPERATION OF SHARED  
AUTONOMOUS VEHICLE (SAV) TECHNOLOGY FOR THE PURPOSES OF  
MASS TRANSIT**

**WHEREAS**, LAVTA, a public transportation authority that provides fixed-route and paratransit bus service throughout the cities of Dublin, Livermore, Pleasanton, and in unincorporated areas of Alameda County; and

**WHEREAS**, CCCTA, a public transportation authority that provides fixed-route and paratransit bus service throughout the cities of Concord, Pleasant Hill, Martinez, Walnut Creek, Clayton, Lafayette, Orinda, Moraga, Danville, San Ramon, as well as unincorporated communities in Central Contra Costa County; and

**WHEREAS**, CCCTA and LAVTA have the expertise in providing safe, affordable and reliable public transportation choices within their respective service areas; and

**WHEREAS**, CCCTA and LAVTA are dedicated to the development of SAV technology for Mobility-On-Demand (MOD) to solve first mile/last mile (FM/LM) commuting challenges by connecting residents to public transportation options via SAV's; and

**WHEREAS**, LAVTA has secured a grant from the Bay Area Air Quality Management District (BAAQMD) to develop, evaluate and deploy SAV technology for FM/LM connections to major transit nodes, that will reduce greenhouse gas (GHG) emissions; and

**WHEREAS**, the CCCTA has a Director of Innovation and Shared Mobility and has agreed to work in-kind as the project manager for LAVTA's SAV project to represent both LAVTA's and CCCTA's best interests; and

**WHEREAS**, a Steering Committee comprised of LAVTA and CCCTA Board Members will be formed to oversee and provide direction on the SAV project; and

**WHEREAS**, LAVTA and CCCTA staff have cooperatively finalized the MOU for the project.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Livermore/Amador Valley Transit Authority that the Executive Director may enter into a MOU with CCCTA for this project.

**PASSED AND ADOPTED** this 6<sup>th</sup> day of November 2017

---

Karla Brown, Chair

**ATTEST:**

---

Michael Tree, Executive Director

**APPROVED AS TO FORM:**

---

Michael Conneran, Legal Counsel