

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

BOARD OF DIRECTORS MEETING

DATE: March 6, 2017

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

TIME: 4:00pm

AGENDA

1. Call to Order and Pledge of Allegiance

2. Roll Call of Members

3. Meeting Open to Public

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

4. Consent Agenda

Recommend approval of all items on Consent Agenda as follows:

- A. **Minutes of the February 6, 2017 Board of Directors meeting.**
- B. **Treasurer's Report for the month of January 2017**

Recommendation: Staff recommends approval of the January 2017 Treasurer's Report.

- C. **Contract Award for LAVTA Financial Auditing Services**

Recommendation: Finance and Administration Committee recommend that the Board of Directors enter into an agreement with Maze and Associates for the provision of financial auditing services including the comprehensive annual financial audit, for a three-year period in the amount of \$87,455 plus a 10% contingency of \$8,745, and authorize the Executive Director to execute the agreement in a form approved by LAVTA's legal

counsel.

D. Contract Award for LAVTA Rutan Parking Area Resurfacing

Recommendation: The Finance and Administration Committee recommends the Board: (1) award a contract to Silicon Valley Paving, Inc., the lowest responsive and responsible bidder for the LAVTA Rutan Parking Area Resurfacing #2016-17, for a total contract award of \$110,218.00; (2) authorize the Executive Director to sign the contract and issue an NTP to Silicon Valley Paving; and (3) approve a 10% project contingency of \$11,021.80 to be used at the discretion of the Executive Director.

E. Resolutions in Support of Application for FY 16-17 funding through the State Low Carbon Transit Operations Program (LCTOP)

Recommendation: The Finance and Administration Committee recommends Board approval of Resolution 14-2017 and Resolution 15-2017 in support of an allocation request to Caltrans for the Low Carbon Transit Operations Program (LCTOP). The Board resolutions attached will enable staff to apply for LCTOP funding to continue the Las Positas College Easy Pass Program.

5. Executive Director's Report

6. Mid-Year Budget Update

Recommendation: None – Information Only

7. LAVTA Dublin Blvd. Field Elements Construction Project

Recommendation: Staff recommends that the Board: (1) award a contract to St. Francis Electric, LLC, the lowest responsive and responsible bidder for the LAVTA Dublin Blvd. Field Elements Construction Project #2017-02, for a total contract award of \$399,792.00; (2) authorize the Executive Director to sign the contract and issue an NTP to St. Francis Electric, LLC; and (3) approve a 10% project contingency of \$39,979.20 to be used at the discretion of the Executive Director.

8. Contract Award for LAVTA Microwave Based Traffic Sensors at Five Signalized Intersections

Recommendation: Approve Resolution 16-2017 and award the contract to Western Pacific Signal, LLC to provide Microwave Based Traffic Sensors at Five Signalized Intersections.

9. Adjourn to CLOSED SESSION

**10. Closed Session pursuant to Cal. Government Code Section 54956.9(d):
CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION
SIGNIFICANT EXPOSURE TO LITIGATION (1 MATTER)**

11. Reconvene to OPEN SESSION

12. Matters Initiated by the Board of Directors

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

13. Next Meeting Date is Scheduled for: April 3, 2017

14. 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

3/1/2017

LAVTA, Administrative Assistant

Date

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

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

AGENDA

ITEM 4 A

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

BOARD OF DIRECTORS MEETING

DATE: February 6, 2017

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

TIME: 4:00pm

MINUTES

1. Call to Order and Pledge of Allegiance

Meeting was called to order by Board Chair Steven Spedowfski at 4:01 pm

2. Roll Call of Members

Members Present

Scott Haggerty – Supervisor, County of Alameda
Don Biddle – Vice Mayor, City of Dublin
Karla Brown – Councilmember, City of Pleasanton
Kathy Narum – Councilmember, City of Pleasanton
Steven Spedowfski – Vice Mayor, City of Livermore
Bob Coomber – Councilmember, City of Livermore

Members Absent

David Haubert – Mayor, City of Dublin
Jerry Pentin – Vice Mayor, City of Pleasanton

3. Meeting Open to Public

Robert S. Allen

Robert Allen addressed the Board regarding item 4 on the agenda. Mr. Allen requested that item 2 “Citizens’ Forum” on the Wheels Accessible Advisory Committee Minutes be corrected to say the following: “The bus would operate 14 hours a day and that the ABLE Commute would save each Livermore rider about three hours per week as compared to 10-R and 30-R.”

4. January Wheels Accessible Advisory Committee Minutes Report

No questions.

Karla Brown respectfully acknowledged the membership and passing of Wheels Accessible Advisory Committee member Nancy Barr who represented Livermore

5. Consent Agenda

Recommend approval of all items on Consent Agenda as follows:

A. **Minutes of the January 2, 2017 Board of Directors meeting.**

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

The Board of Directors approved the December 2016 Treasurer's Report.

C. **Dial-A-Ride Passenger Survey 2016**

This was informational only.

D. **Declaration of Surplus Property in Compliance with LAVTA Policy for Disposition of Surplus Property**

The Board of Directors declares as surplus one (1) bus and ratifies the disposal through a method consistent with LAVTA's Policy for Disposition of Surplus Property.

E. **Summer 2017 Service Changes**

The Board of Directors approved Resolution 07-2017 and Resolution 08-2017 for the accommodation for the DUSD summer program at Dublin High School by operating routes 501 and 502 five days a week during the 2017 summer session. The Board of Directors also approved the accommodation for the PUSD summer program by operating routes 602 and 604 four days per week during the 2017 summer session. Also approved was the modification of Route 1 service to directly connect to the ECHOJ and operate every 30 minutes all day on weekdays.

F. **Wheels Service to the 2017 Alameda County Fair**

The Board of Directors approved to operate a dedicated, hourly shuttle service between the East Dublin/Pleasanton BART station and the Fairgrounds during the 2017 Alameda County Fair. Resolution 09-2017.

G. **Resolution Authorizing the Executive Director to Request and Receive Federal Transit Funding under FTA's Section 5310 Program**

The Board of Directors approved Resolution 10-2017.

H. **Resolution authorizing participation in the Employment Risk Management Authority**

The Board of Directors approved Resolution 11-2017, a resolution authorizing LAVTA participation in the Employment Risk Management Authority.

Approved: Biddle/Brown

Aye: Brown, Narum, Biddle, Coomber, Haggerty, Spedowski

No: None

Absent: Haubert, Pentin

6. Shared Autonomous Vehicles Update

STANTEC's Senior Principle Arya Rohani, PE provided a PowerPoint presentation regarding the status of Contra Costa Transportation Authority's (CCTA) project in Bishop Ranch, and the next steps for the Dublin SAV pilot. GoMentum was noted as a 5,000-acre former naval weapons station in Concord, CA where the CCTA and its partners lead and facilitate a collaborative effort aimed at accelerating the next generation of transportation technologies. By focusing on early investments and strategic partnerships, GoMentum Station is well-positioned to redefine the transportation network infrastructure in the United States and the world.

There are 5 levels of SAVs. Level 1 is how we have always driven a car. Level 5 SAVs have no gas or brake pedals or steering wheels. Mr. Rohani noted that one challenge is SAV policies vary by state. The US Department of Transportation created policy guidelines in September 2016 intended to assist states to have a uniformed approach.

There will be 180 SAVs ultimately deployed in Contra Costa County. The SAVs should have +3.76 million riders per year, which will solve many of the first/last mile problems into public transportation. There will also be a 90% safety increase in the next 30-40 years if most cars are SAVs. The SAVs can be setup for fixed route schedules or some type of hybrid between a fixed route and "On Demand" structured system.

Councilmember Karla Brown asked how SAVs will know that passengers are safely in their seats and how the vehicles are protected from damage. Mr. Rohani stated that the vehicles have sensors and cameras inside and outside the vehicle to help secure and protect them from these type of issues with real time monitoring. There are functions inside the vehicle that can be pushed that allows patrons to summon help if needed.

Councilmember Bob Coomber asked about the legalities of being sued and how fault is determined. Councilmember Bob Coomber would also like to know how wheels chairs will be strapped in. Mr. Rohani explained that the vehicles do have a wheel chair ramp for accessibility. However, some adjustments will need to be made so that SAVs meet ADA standards. Mr. Rohani then addressed the legality question and stated that insurance is already addressed and assured.

Vice Mayor Don Biddle wanted to know how testing SAVs in an enclosed area translates to public city streets. Mr. Rohani stated that initial testing will not be done with people on city streets. When competency is demonstrated, the SAVs will then be tested in Bishop Ranch. The maximum speed limit on a SAV is 35 mph.

Vice Mayor Spedowfski asked where Contra Costa County Transportation Authority is in utilizing SAVs. CCTA is participating and a Memorandum of Understanding is being completed.

This was informational only.

7. 2017 Legislative Program

Staff provided a brief summary of the proposed 2017 Legislative Program. Attachment 2 to the Resolution outlines the principles and values important to LAVTA in helping to advance public transportation.

The Board of Directors approved Resolution 12-2017 and adopted the 2017 Legislative Program.

Approved: Brown/Narum

Aye: Brown, Narum, Biddle, Coomber, Haggerty, Spedowski

No: None

Absent: Haubert, Pentin

8. Executive Director's Report

Executive Director Michael Tree noted staff recruitment currently going on and stated that Jennifer Yeamans is a perfect example of the positive changes happening at LAVTA. Tony McCaulay has also been hired as LAVTA's new Marketing Manager and will come on-board in early March. LAVTA should also have a new Director of Finance hired in March and currently interviews are being completed.

Executive Director Michael Tree highlighted that on January 29 our Wheels Operations Department completed 100 days without a preventable accident. Research going back to 2002 shows that the transit agency's previous best effort was just over 60 days without a preventable accident. LAVTA had lunch for the Operations Department in celebration and will provide \$100.00 VISA gift cards.

Executive Director Michael Tree also provided information on the approval in January by the Livermore City Council to relocate and renovate the Livermore Historic Train Depot to the LAVTA Transit Center in downtown Livermore. This relocation will occur in March. Councilmember Karla Brown requested to have the LAVTA Board and Livermore City Council invited to the ribbon cutting.

9. Matters Initiated by the Board of Directors

None.

10. Next Meeting Date is Scheduled for: March 6, 2017

11. Adjournment

Meeting adjourned at 4:49pm.

AGENDA

ITEM 4 B

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

STAFF REPORT

SUBJECT: Treasurer's Report for January 2017

FROM: Tamara Edwards, Finance and Grants Manager

DATE: March 6, 2017

Action Requested

Review and approve the LAVTA Treasurer's Report for January 2017.

Discussion

Cash accounts:

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

General checking account activity (105):

Beginning balance January 1, 2017	\$10,953,180.96
Payments made	\$1,206,732.46
Deposits made	\$167,036.57
Ending balance January 31, 2017	\$9,913,485.07

Farebox account activity (106):

Beginning balance January 1, 2017	\$154,641.68
Deposits made	\$64,154.72
Ending balance January 31, 2017	\$222,796.40

LAIF investment account activity (135):

Beginning balance January 1, 2017	\$663,018.35
Q2 FY 17 Interest	\$1,124.10
Ending balance January 31, 2017	\$664,142.45

Operating Expenditures Summary:

As this is the seventh 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 58.33%. The agency is at 51.49% overall.

Operating Revenues Summary:

While expenses are at 51.49%, revenues are at 75.7%, providing for a healthy cash flow.

Recommendation

The Finance and Administration Committee recommends the Board approve the January 2017 Treasurer's Report.

Attachments:

1. January 2017 Treasurer's Report

Approved: _____

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
BALANCE SHEET
FOR THE PERIOD ENDING:
January 31, 2017**

ASSETS:

101 PETTY CASH	200	
102 TICKET SALES CHANGE	240	
105 CASH - GENERAL CHECKING	9,913,485	
106 CASH - FIXED ROUTE ACCOUNT	222,796	
107 Clipper Cash	429,844	
120 ACCOUNTS RECEIVABLE	133,932	
135 INVESTMENTS - LAIF	664,142	
150 PREPAID EXPENSES	(24)	
160 OPEB ASSET	430,453	
165 DEFFERED OUTFLOW-Pension Related	132,890	
170 INVESTMENTS HELD AT CALTIP	0	
111 NET PROPERTY COSTS	42,245,608	
TOTAL ASSETS		54,173,567

LIABILITIES:

205 ACCOUNTS PAYABLE	308,966	
211 PRE-PAID REVENUE	1,599,529	
21101 Clipper to be distributed	339,743	
22000 FEDERAL INCOME TAXES PAYABLE	34	
22010 STATE INCOME TAX	(10)	
22020 FICA MEDICARE	(0)	
22050 PERS HEALTH PAYABLE	0	
22040 PERS RETIREMENT PAYABLE	(38)	
22030 SDI TAXES PAYABLE	0	
22070 AMERICAN FIDELITY INSURANCE PAYABLE	1,173	
22090 WORKERS' COMPENSATION PAYABLE	5,945	
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	61,915	
23102 UNEMPLOYMENT RESERVE	20,000	
TOTAL LIABILITIES		3,075,256

FUND BALANCE:

301 FUND RESERVE	8,770,327	
304 GRANTS, DONATIONS, PAID-IN CAPITAL	39,460,703	
30401 SALE OF BUSES & EQUIPMENT	55,390	
FUND BALANCE	2,811,889	
TOTAL FUND BALANCE		51,098,310
TOTAL LIABILITIES & FUND BALANCE		54,173,566

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
REVENUE REPORT
FOR THE PERIOD ENDING:
January 31, 2017**

ACCOUNT	DESCRIPTION	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
4010100	Fixed Route Passenger Fares	1,548,670	72,883	773,747	774,923	50.0%
4020000	Business Park Revenues	191,030	0	74,743	116,287	39.1%
4020500	Special Contract Fares	171,286	0	43,501	127,785	25.4%
4020500	Special Contract Fares - Paratransit	37,000	0	13,804	23,196	37.3%
4010200	Paratransit Passenger Fares	205,968	13,395	108,770	97,198	52.8%
4060100	Concessions	44,135	1,296	23,014	21,121	52.1%
4060300	Advertising Revenue	95,000	0	96,779	(1,779)	101.9%
4070400	Miscellaneous Revenue-Interest	4,500	1,124	3,350	1,150	74.4%
4070300	Non transportation revenue	91,733	9,066	96,106	(4,373)	100.0%
4090100	Local Transportation revenue (TFCA RTE B	137,500	0	34,375	103,125	100.0%
4099100	TDA Article 4.0 - Fixed Route	9,435,973	0	9,433,761	2,212	100.0%
4099500	TDA Article 4.0-BART	84,324	0	35,328	48,996	41.9%
4099200	TDA Article 4.5 - Paratransit	123,457	0	52,403	71,054	42.4%
4099600	Bridge Toll- RM2	580,836	0	145,209	435,627	25.0%
4110100	STA Funds-Paratransit	49,787	0	10,829	38,958	21.8%
4110500	STA Funds- Fixed Route BART	654,479	0	272,699	381,780	41.7%
4110100	STA Funds-pop	700,785	0	700,785	-	100.0%
4110100	STA Funds- rev	198,153	0	198,154	(1)	100.0%
4110100	STA Funds- Lifeline	194,324	0	194,143	181	99.9%
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	10,019	(10,019)	100.0%
4130000	FTA JARC and NF	84,517	2,805	5,386	79,131	6.4%
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	64,258	386,619	498,071	43.7%
4640100	Measure B Paratransit Funds-Paratransit	167,445	12,162	73,175	94,270	43.7%
4640200	Measure BB Paratransit Funds-Fixed Route	660,528	47,522	284,851	375,677	43.1%
4640200	Measure BB Paratransit Funds-Paratransit	283,285	20,381	122,166	161,119	43.1%
TOTAL REVENUE		17,433,890	244,891	13,193,717	4,240,173	75.7%

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
OPERATING EXPENDITURES
FOR THE PERIOD ENDING:
January 31, 2017**

		BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
501 02	Salaries and Wages	\$1,381,056	\$93,052	\$754,123	\$626,933	54.60%
502 00	Personnel Benefits	\$815,347	\$48,004	\$370,561	\$444,786	45.45%
503 00	Professional Services	\$699,156	\$19,256	\$301,570	\$397,586	43.13%
503 05	Non-Vehicle Maintenance	\$574,029	\$29,759	\$341,373	\$232,656	59.47%
503 99	Communications	\$10,500	\$422	\$1,616	\$8,884	15.39%
504 01	Fuel and Lubricants	\$1,231,310	\$56,931	\$385,237	\$846,073	31.29%
504 03	Non contracted vehicle maintenance	\$15,000	\$0	\$0	\$15,000	0.00%
504 99	Office/Operating Supplies	\$50,500	\$655	\$8,230	\$42,270	16.30%
504 99	Printing	\$60,000	\$9,511	\$42,373	\$17,627	70.62%
505 00	Utilities	\$266,900	\$21,332	\$155,263	\$111,637	58.17%
506 00	Insurance	\$590,936	\$4,591	\$394,493	\$196,443	66.76%
507 99	Taxes and Fees	\$152,000	\$8,446	\$43,763	\$108,237	28.79%
508 01	Purchased Transportation Fixed Route	\$9,018,334	\$718,216	\$5,081,433	\$3,951,978	56.35%
2-508 02	Purchased Transportation Paratransit	\$2,102,600	\$132,500	\$965,250	\$1,137,350	45.91%
508 03	Purchased Transportation Paratransit	\$100,000	\$0	\$0	\$100,000	0.00%
509 00	Miscellaneous	\$126,504	\$14,052	\$98,172	\$26,580	77.60%
509 02	Professional Development	\$39,718	\$1,542	\$7,132	\$32,586	17.96%
509 08	Advertising	\$190,000	\$1,808	\$21,375	\$168,625	11.25%
TOTAL		\$17,423,890	\$1,160,076	\$8,971,964	\$8,465,251	51.49%

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
CAPITAL REVENUE AND EXPENDITURE REPORT (Page 1 of 2)
FOR THE PERIOD ENDING:
January 31, 2017

ACCOUNT	DESCRIPTION	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
REVENUE DETAILS						
4090594	TDA (office and facility equip)	20,000	0	0	20,000	0.00%
4090194	TDA Shop repairs and replacement	67,000	0	0	67,000	0.00%
4091794	Bus stop improvements	767,005	0	0	767,005	0.00%
4092394	TDA Bus replacement	2,476,208	0	1,812,118	664,090	73.18%
4090994	TDA IT Upgrades and Replacements	15,500	0	0	15,500	0.00%
4090794	TDA Transit Center Improvements	56,200	0	0	56,200	0.00%
409??94	TDA (Transit Capital)	100,000	0	0	100,000	0.00%
4092094	TDA (Major component rehab)	120,000	0	0	120,000	0.00%
4091394	TDA Board Room upgrade	25,600	0	0	25,600	0.00%
4091294	TDA Doolan Tower Upgrade	10,000	0	0	10,000	0.00%
4090894	TDA TPI	66,000	0	0	66,000	0.00%
4092194	TDA Rebranding bus wrap	95,000	0	0	95,000	0.00%
4091494	TDA WIFI	13,304	0	0	13,304	0.00%
4091594	TDA Farebox upgrade	101,758	0	0	101,758	0.00%
4090394	TDA Non revenue vehicle replacement	144,800	0	0	144,800	0.00%
4092396	Bridge Tolls Bus Replacement	535,578	0	519,943	15,635	97.08%
4111700	PTMISEA Shelters and Stops	116,719	0	0	116,719	0.00%
41124	Prob 1B Security upgrades	73,392	0	0	73,392	0.00%
41114	Prop 1B Wifi	36,696	0	0	36,696	0.00%
41123	PTMISEA Bus Replacement	572,778	0	0	572,778	0.00%
41107	PTMISEA Transit Center Improvements	125,625	0	0	125,625	0.00%
41105	PTMISEA Office improvements	177,390	0	0	177,390	0.00%
41101	PTMISEA Shop Repairs	184,124	0	0	184,124	0.00%
44003	LAVTA SHARE OF SOLD BUS FUNDS	13,312	0	13,312	0	100.00%
41302	FTA MOA FACILITY	-	0	10,308	(10,308)	#DIV/0!
41308	TPI	504,564	0	0	504,564	0.00%
41315	FTA Farebox upgrade	398,242	0	0	398,242	0.00%
41303	FTA non revenue vehicle upgrade	367,200	0	0	367,200	0.00%
41323	FTA Bus replacements	12,315,205	0	12,078,545	236,660	98.08%
TOTAL REVENUE		19,499,200	-	14,434,226	5,064,974	74.02%

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
CAPITAL REVENUE AND EXPENDITURE REPORT (Page 2 of 2)
FOR THE PERIOD ENDING:
January 31, 2017

January 01, 2011						
ACCOUNT	DESCRIPTION	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
EXPENDITURE DETAILS						
CAPITAL PROGRAM - COST CENTER 07						
5550107	Shop Repairs and replacement	251,124	0	4,378	246,746	1.74%
5550207	New MOA Facility (Satelite Facility)	-	0	10,582	(10,582)	#DIV/0!
5550307	Non revenue vehicle replacement	512,000	0	0	512,000	0.00%
5550407	BRT	-	27,079	70,149	(70,149)	#DIV/0!
5550507	Office and Facility Equipment	20,000	4,984	13,389	6,611	66.94%
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	9,894	9,894	560,670	1.73%
5550907	IT Upgrades and replacement	15,500	732	732	14,768	4.73%
5551007	Transit Center Upgrades and Improvements	181,825	0	0	181,825	0.00%
5551207	Doolan Tower upgrade	10,000	0	0	10,000	0.00%
5551307	Board Room upgrade	25,600	0	0	25,600	0.00%
5551407	Wifi	50,000	0	0	50,000	0.00%
5551507	Farebox upgrade	500,000	0	0	500,000	0.00%
5551707	Bus Shelters and Stops	883,724	0	26,208	857,516	2.97%
5552007	Major component rehab	120,000	5,687	17,125	102,875	14.27%
5552107	Rebranding bus wrap	95,000	0	0	95,000	0.00%
5552307	Bus replacement	15,899,769	0	15,640,000	259,769	98.37%
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	48,377	15,793,308	3,692,580	81.05%
FUND BALANCE (CAPITAL)		13312.02	(48,377)	(1,359,082)		
FUND BALANCE (CAPTIAL & OPERATING)		13,312.02	(961,466)	2,872,191		

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

[www.treasurer.ca.gov/pmia-
laif/laif.asp](http://www.treasurer.ca.gov/pmia-laif/laif.asp)
February 01,
2017

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

January 2017 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Authorized Caller	Amount
1/13/2017	1/12/2017	QRD	1524465	SYSTEM	1,124.10

Account Summary

Total Deposit:	1,124.10	Beginning Balance:	660,181.44
Total Withdrawal:	0.00	Ending Balance:	661,305.54

REPORT.: Feb 15 17 Wednesday
 RUN....: Feb 15 17 Time: 10:18
 Run By.: Daniel Zepeda

LAVTA
 Month End Cash Disbursements Report
 Prior Period Report for 01-17 BANK ACCOUNT 105

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

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
01-17	H7047	01/01/17	BAN03 (BANKCARD CENTER)		10,061.44	.00	10,061.44	BAN03, NOV-16 CC STATEMEN
	H7048	01/13/17	MTM01 (MEDICAL TRANSPORTATION MANAG		1,830.50	.00	1,830.50	MTM01, MTM-112079 12/2816
	H7049	01/13/17	PAC02 (PACIFIC GAS AND ELECTRIC)		611.68	.00	611.68	PAC02, 7264840356-5, RAPI
	H7050	01/13/17	PAC02 (PACIFIC GAS AND ELECTRIC)		1,933.95	.00	1,933.95	PAC02, 6062256368-6, ATLA
	H7051	01/13/17	PAC02 (PACIFIC GAS AND ELECTRIC)		5,122.28	.00	5,122.28	PAC02, 5809326332-3, MOA
	H7052	01/13/17	PAC02 (PACIFIC GAS AND ELECTRIC)		653.44	.00	653.44	PAC02, 9800031052-8, TRAN
	H7053	01/13/17	PAC02 (PACIFIC GAS AND ELECTRIC)		2,022.70	.00	2,022.70	PAC02, 9007202117-4, MOA
	H7054	01/13/17	CAL04 (CALIFORNIA WATER SERVICE)		63.27	.00	63.27	CAL04, 0198655555, BUS WA
	H7055	01/13/17	CAL04 (CALIFORNIA WATER SERVICE)		434.44	.00	434.44	CAL04, 9098655555, MOA WA
	H7056	01/13/17	CAL04 (CALIFORNIA WATER SERVICE)		85.48	.00	85.48	CAL04, 5755555555, CONTRA
	H7057	01/13/17	CAL04 (CALIFORNIA WATER SERVICE)		85.48	.00	85.48	CAL04, 4755555555, MOA FI
	H7058	01/13/17	CAL04 (CALIFORNIA WATER SERVICE)		64.11	.00	64.11	CAL04, 2575555555, TC FIR
	H7059	01/13/17	CAL04 (CALIFORNIA WATER SERVICE)		39.40	.00	39.40	CAL04, 3616555555, TC WAT
	H7060	01/13/17	CAL04 (CALIFORNIA WATER SERVICE)		59.05	.00	59.05	CAL04, 4616555555, TC IRR
	H7061	01/13/17	CIT07 (CITY OF LIVERMORE - WATER)		132.25	.00	132.25	CIT07, 139388-00, BUS WAS
	H7062	01/13/17	CIT07 (CITY OF LIVERMORE - WATER)		59.05	.00	59.05	CIT07, 138430-01, ATLANTI
	H7063	01/13/17	CIT07 (CITY OF LIVERMORE - WATER)		26.65	.00	26.65	CIT07, 138432-00, ATLANTI
	H7064	01/13/17	CIT07 (CITY OF LIVERMORE - WATER)		465.85	.00	465.85	CIT07, 138431-00, ATLANTI
	H7065	01/13/17	CIT07 (CITY OF LIVERMORE - WATER)		60.58	.00	60.58	CIT07, 139361-00, ATLANTI
	H7066	01/13/17	CIT07 (CITY OF LIVERMORE - WATER)		43.88	.00	43.88	CIT07, 139399-00, ATLANTI
	H7067	01/13/17	AME06 (AMERICAN FIDELITY ASSURANCE		296.90	.00	296.90	AME06, JAN-17 SUPPLEMENTA
	H7068	01/13/17	DEL05 (ALLIED ADMIN/DELTA DENTAL)		2,145.43	.00	2,145.43	DEL05, JAN-17 DENTAL BENE
	H7069	01/13/17	VSP01 (VSP)		515.91	.00	515.91	VSP01, JAN-17 VISTON INSU
	H7070	01/13/17	MUT01 (MUTUAL OF OMAHA)		1,022.89	.00	1,022.89	MUT01, JAN-17 LIFE & LTD
	H7071	01/13/17	PER04 (CALPERS RETIREMENT SYSTEM)		716.01	.00	716.01	PER01, PERS 457 CONTRIBUT
	H7072	01/13/17	PER03 (CAL PUB EMP RETIRE SYSTM)		34,533.44	.00	34,533.44	PER03, JAN-17 HEALTH BENE
	H7073	01/13/17	PER01 (PERS)		3,682.51	.00	3,682.51	PER01, PERS CLASSIC CONTR
	H7074	01/13/17	PER01 (PERS)		1,829.48	.00	1,829.48	PER01, PERS NEW CONTRIBUT
	H7075	01/13/17	EFT01 (ELECTRONIC FUND TRANSFERS)		6,572.37	.00	6,572.37	EFT01, FEDERAL TAXES 12/1
	H7076	01/06/17	DIR02 (DIRECT DEPOSIT OF PAYROLL CH		34,305.00	.00	34,305.00	DIR02, PR DIRECT DEPOSIT
	H7077	01/06/17	EMP01 (EMPLOYMENT DEVEL DEPT)		2,223.38	.00	2,223.38	EMP01, STATE TAXES 12/16-
	H7078	01/13/17	MVT01 (MV TRANSPORTATION, INC.)		337,810.88	.00	337,810.88	MVT01, 73170, JAN-17 1ST
	H7079	01/13/17	MVT01 (MV TRANSPORTATION, INC.)		36,335.80	.00	36,335.80	MVT01, 72656, NOV-16 FIXE
	H7080	01/13/17	MTM01 (MEDICAL TRANSPORTATION MANAG		120,889.04	.00	120,889.04	MTM01, NOV-16 MONTHLY SER
	H7081	01/13/17	WEG01 (CHRISTY WEGENER)		80.72	.00	80.72	WEG01, DEC-16 TRAVEL REIM
	H7082	01/13/17	PAC01 (AT&T)		350.21	.00	350.21	PAC01,ACCT #436-951-0106,
	H7083	01/13/17	PAC01 (AT&T)		144.52	.00	144.52	PAC01,ACCT #925-243-9029,
	H7084	01/13/17	PAC01 (AT&T)		32.92	.00	32.92	PAC01,ACCT #232-351-6260,
	H7085	01/13/17	DOT02 (DOTTO GLASS INC)		18,132.50	.00	18,132.50	DOT02, 226349, PO #5968 B
	H7086	01/13/17	VER01 (VERIZON WIRELESS)		1,275.47	.00	1,275.47	VER01, 9777489113, 11/23-
	H7088	01/13/17	TAX72 (JUSTIN HART)		129.20	.00	129.20	TAX72, PARATAXI REIMBURSE
	H7089	01/13/17	TAX76 (MARY ANN HANDZUS)		182.40	.00	182.40	TAX76, PARATAXI REIMBURSE
	H7090	01/13/17	TAX91 (VIVIAN MARIE MILLER)		197.86	.00	197.86	TAX91, PARATAXI REIMBURSE
	H7091	01/13/17	TX143 (KIM BRETOI)		259.25	.00	259.25	TX143, PARATAXI REIMBURSE
	H7092	01/13/17	TAX32 (SUE TSANG)		228.44	.00	228.44	TAX32, PARATAXI REIMBURSE
	H7093	01/13/17	TAX14 (KAREN ADAMS)		26.14	.00	26.14	TAX14, PARATAXI REIMBURSE
	H7094	01/13/17	TX113 (RODGER RAGER)		200.00	.00	200.00	TX113, PARATAXI REIMBURSE
	H7095	01/13/17	TAX67 (CHRISTEL RAGER)		200.00	.00	200.00	TAX67, PARATAXI REIMBURSE
	H7096	01/13/17	TAX76 (MARY ANN HANDZUS)		63.75	.00	63.75	TAX76, PARATAXI REIMBURSE
	H7097	01/13/17	TX123 (OLGA PRINZ)		42.08	.00	42.08	TX123, PARATAXI REIMBURSE
	H7098	01/13/17	TX137 (HIMATLAL R MEHTA)		37.40	.00	37.40	TX137, PARATAXI REIMBURSE
	H7099	01/13/17	TAX76 (MARY ANN HANDZUS)		(63.75)	.00	(63.75)	TAX76, PARATAXI REVERSAL
	H7100	01/27/17	STA01 (STATE COMPENSATION FUND)		1,720.50	.00	1,720.50	STA01, FEB-17 WORKER'S CO
	H7101	01/27/17	STA04 (STATE BOARD OF)		1,985.32	.00	1,985.32	STA04, 2016 4TH QTR STORA
	H7102	01/27/17	STA05 (STATE BOARD OF EQUAL)		1,023.56	.00	1,023.56	STA05, 2016 4TH QTR DIESE
	H7103	01/27/16	PER04 (CALPERS RETIREMENT SYSTEM)		716.63	.00	716.63	PER04, PERS 457 CONTRIBUT
	H7104	01/27/17	PER01 (PERS)		3,624.62	.00	3,624.62	PER01, PERS CLASSIC CONTR
	H7105	01/27/17	PER01 (PERS)		2,454.21	.00	2,454.21	PER01, PERS NEW CONTRIBUT
	H7106	01/27/17	EFT01 (ELECTRONIC FUND TRANSFERS)		351.83	.00	351.83	EFT01, FEDERAL TAXES DENN
	H7107	01/27/17	EFT01 (ELECTRONIC FUND TRANSFERS)		6,210.68	.00	6,210.68	EFT01, FEDERAL TAXES 12/3-
	H7108	01/27/17	EMP01 (EMPLOYMENT DEVEL DEPT)		114.84	.00	114.84	EMP01, STATE TAXES DENNIS
	H7109	01/27/17	DIR02 (DIRECT DEPOSIT OF PAYROLL CH		32,974.39	.00	32,974.39	DIR02, PR DIRECT DEPOSIT
	H7110	01/27/17	EMP01 (EMPLOYMENT DEVEL DEPT)		2,091.75	.00	2,091.75	EMP01, STATE TAXES 12/30-
	H7111	01/27/17	TAX91 (VIVIAN MARIE MILLER)		73.10	.00	73.10	TAX91, PARATAXI REIMBURSE
	H7112	01/27/17	TX137 (HIMATLAL R MEHTA)		96.53	.00	96.53	TX137, PARATAXI REIMBURSE
	H7113	01/27/17	MVT01 (MV TRANSPORTATION, INC.)		337,810.88	.00	337,810.88	MVT01, 73171, JAN-17 2ND
	H7114	01/27/17	STA13 (STAPLES CREDIT PLAN)		255.23	.00	255.23	STA13, JAN-17 CC STATEMEN
	H7115	01/27/17	SHE05 (SHELL)		21.65	.00	21.65	SHE05, JAN-17 CC STATEMEN
	H7116	01/27/17	TAX99 (SAEED TIRMIZI)		101.58	.00	101.58	TAX99, PARATAXI REIMBURSE
	H7117	01/27/17	OAK01 (OAKS BUSINESS PK OWNERS)		2,165.00	.00	2,165.00	OAK01, 2017 1ST QTR BUSIN
	H7118	01/27/17	MTM01 (MEDICAL TRANSPORTATION MANAG		4,952.50	.00	4,952.50	MTM01, MTM-112080 1/4-1/1
	H7119	01/31/17	BID01 (DON BIDDLE)		300.00	.00	300.00	BID01, JAN-17 BOD STIPEND
	H7120	01/31/17	BRO03 (KARLA SUE BROWN)		100.00	.00	100.00	BRO03, JAN-17 BOD STIPEND
	H7121	01/31/17	HAG01 (SCOTT HAGGERTY)		200.00	.00	200.00	HAG01, JAN-17 BOD STIPEND
	H7122	01/31/17	HAU01 (DAVID HAUBERT)		100.00	.00	100.00	HAU01, JAN-17 BOD STIPEND
	H7123	01/31/17	PEN01 (JERRY PENTIN)		300.00	.00	300.00	PEN01, JAN-17 BOD STIPEND
	H7124	01/31/17	SPE04 (STEVEN G. SPEDOWFSKI)		300.00	.00	300.00	SPE04, JAN-17 BOD STIPEND
	H7125	01/31/17	EFT01 (ELECTRONIC FUND TRANSFERS)		.08	.00	.08	EFT01, FEDERAL TAXES 2016
	H7126	01/31/17	MER01 (MERCHANT SERVICES)		118.45	.00	118.45	MER01, DEC-16 MOA CC FEES
	H7127	01/31/17	MER01 (MERCHANT SERVICES)		139.14	.00	139.14	MER01, DEC-16 TC CC FEES
	H7128	01/31/17	PAC02 (PACIFIC GAS AND ELECTRIC)		685.38	.00	685.38	PAC02, 9800031052-8, TRAN
	H7129	01/31/17	PAC02 (PACIFIC GAS AND ELECTRIC)		2,866.99	.00	2,866.99	PAC02, 9007202117-4, MOA
	H7130	01/31/17	PAC02 (PACIFIC GAS AND ELECTRIC)		93.15	.00	93.15	PAC02, 7649646868-7, DOOL
	019638	01/13/17	A&M01 (LEO LAM INC)		1,005.62	.00	1,005.62	Automatic Generated Check
	019639	01/13/17	AIM01 (AIM TO PLEASE JANITORIAL SER		2,723.01	.00	2,723.01	Automatic Generated Check
	019640	01/13/17	CAL02 (CALACT)		910.00	.00	910.00	Automatic Generated Check
	019641	01/13/17	CAL13 (CALIFORNIA TRANSIT)		9,687.63	.00	9,687.63	Automatic Generated Check
	019642	01/13/17	DAY02 (DAY & NIGHT PEST CONTROL)		218.00	.00	218.00	Automatic Generated Check
	019643	01/13/17	EDM01 (ELECTRONIC DATA MAGNETICS IN		712.85	.00	712.85	Automatic Generated Check
	019644	01/13/17	EME01 (EMERALD LANDSCAPE CO INC)		1,190.00	.00	1,190.00	Automatic Generated Check
	019645	01/13/17	JTH01 (J. THAYER COMPANY)		144.58	.00	144.58	Automatic Generated Check

REPORT.: Feb 15 17 Wednesday
 RUN....: Feb 15 17 Time: 10:18
 Run By.: Daniel Zepeda

LAVTA
 Month End Cash Disbursements Report
 Prior Period Report for 01-17 BANK ACCOUNT 105

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 ID #: PY-CD
 CTL.: WHE

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
01-17	019646	01/13/17	KLM02 (KIMLEY-HORN AND ASSOC, INC)		1,840.00	.00	1,840.00	Automatic Generated Check
	019647	01/13/17	LIV10 (LIVERMORE SANITATION INC)		2,317.45	.00	2,317.45	Automatic Generated Check
	019648	01/13/17	MET01 (METROPOLITAN TRANSPORT-)		7,376.05	.00	7,376.05	Automatic Generated Check
	019649	01/13/17	OFF01 (OFFICE DEPOT)		125.95	.00	125.95	Automatic Generated Check
	019650	01/13/17	PLA02 (PLANETERIA MEDIA LLC)		400.00	.00	400.00	Automatic Generated Check
	019651	01/13/17	PRI03 (PRISMATIC SIGNS)		194.40	.00	194.40	Automatic Generated Check
	019652	01/13/17	SCF01 (SC FUELS)		28,791.20	.00	28,791.20	Automatic Generated Check
	019653	01/13/17	SCH03 (SCHWEIGER CONSULTING LLC)		1,394.28	.00	1,394.28	Automatic Generated Check
	019654	01/13/17	SHA02 (SHAMROCK OFFICE SOLUTIONS)		69.30	.00	69.30	Automatic Generated Check
	019655	01/13/17	SOL01 (SOLUTIONS FOR TRANSIT)		2,083.33	.00	2,083.33	Automatic Generated Check
	019656	01/13/17	TAX60 (ANNA FONG)		55.25	.00	55.25	Automatic Generated Check
	019657	01/13/17	TCG01 (THE CREATIVE GROUP)		2,938.80	.00	2,938.80	Automatic Generated Check
	019658	01/13/17	TEL01 (TELEPACIFIC COMMUNICATIONS)		1,877.25	.00	1,877.25	Automatic Generated Check
	019659	01/13/17	TX128 (KATHY HANDEL)		27.20	.00	27.20	Automatic Generated Check
	019660	01/13/17	TX136 (VIRGINIA REID)		98.60	.00	98.60	Automatic Generated Check
	019661	01/13/17	TX160 (MARY ANNE HAUSER)		63.75	.00	63.75	Automatic Generated Check
	019662	01/13/17	WES02 (WESTERN PACIFIC SIGNAL, LLC)		8,500.00	.00	8,500.00	Automatic Generated Check
	019663	01/27/17	A&M01 (LEO LAM INC)		2,869.11	.00	2,869.11	Automatic Generated Check
	019664	01/27/17	AIM01 (AIM TO PLEASE JANITORIAL SER		21,000.00	.00	21,000.00	Automatic Generated Check
	019665	01/27/17	AME03 (AMERICAN PUB TRANSP ASSN)		163.50	.00	163.50	Automatic Generated Check
	019666	01/27/17	AMP01 (AMP PRINTING INC.)		5,843.78	.00	5,843.78	Automatic Generated Check
	019667	01/27/17	AVI01 (AMADOR VALLEY INDUSTRIES)		341.71	.00	341.71	Automatic Generated Check
	019668	01/27/17	BAR02 (SF BAY AREA RAPID TRA DIS)		3,118.50	.00	3,118.50	Automatic Generated Check
	019669	01/27/17	CIT06 (CITY OF LIVERMORE SEWER)		169.19	.00	169.19	Automatic Generated Check
	019670	01/27/17	COR01 (CORBIN WILLITS SYSTEMS)		239.45	.00	239.45	Automatic Generated Check
	019671	01/27/17	DIR01 (DIRECT TV)		14.70	.00	14.70	Automatic Generated Check
	019672	01/27/17	EME01 (EMERALD LANDSCAPE CO INC)		2,242.00	.00	2,242.00	Automatic Generated Check
	019673	01/27/17	ENV01 (ENVIRONMENTAL SYSTEMS RESEAR		732.38	.00	732.38	Automatic Generated Check
	019674	01/27/17	FED01 (FedEx)		22.34	.00	22.34	Automatic Generated Check
	019675	01/27/17	HAN01 (HANSON BRIDGETT MARCUS)		9,966.00	.00	9,966.00	Automatic Generated Check
	019676	01/27/17	OFF01 (OFFICE DEPOT)		113.46	.00	113.46	Automatic Generated Check
	019677	01/27/17	PAC11 (PACIFIC ENVIROMENTAL SERV)		240.00	.00	240.00	Automatic Generated Check
	019678	01/27/17	PRE03 (PREMIER SECURITY SOLNS CO)		319.95	.00	319.95	Automatic Generated Check
	019679	01/27/17	RHT01 (R.H. TINNEY, INC.)		918.00	.00	918.00	Automatic Generated Check
	019680	01/27/17	SAF01 (SAFETY-KLEEN SYSTEMS INC)		266.20	.00	266.20	Automatic Generated Check
	019681	01/27/17	SCF01 (SC FUELS)		32,265.72	.00	32,265.72	Automatic Generated Check
	019682	01/27/17	SHA02 (SHAMROCK OFFICE SOLUTIONS)		55.29	.00	55.29	Automatic Generated Check
	019683	01/27/17	SHI01 (SHIELDS, HARPER & CO)		3,143.92	.00	3,143.92	Automatic Generated Check
	019684	01/27/17	TAX86 (DEBBIE LOPES)		20.00	.00	20.00	Automatic Generated Check
	019685	01/27/17	TCG01 (THE CREATIVE GROUP)		3,565.43	.00	3,565.43	Automatic Generated Check
	019686	01/27/17	TES01 (TEST AMERICA LABORATORIES IN		846.00	.00	846.00	Automatic Generated Check
	019687	01/27/17	TOL06 (TOLAR MFR CO INC)		8,946.77	.00	8,946.77	Automatic Generated Check
	019688	01/27/17	TX112 (DARRELL DION)		57.00	.00	57.00	Automatic Generated Check
	019689	01/27/17	TX162 (SANDRA LANGLOTZ)		266.29	.00	266.29	Automatic Generated Check
	019690	01/31/17	DLC01 (DUBLIN LIONS CLUB)		75.00	.00	75.00	Automatic Generated Check
Total for Bank Account 105 ----->					1,204,767.81	.00	1,204,767.81	
Grand Total of all Bank Accounts ----->					1,204,767.81	.00	1,204,767.81	

LAVTA
 Month End Payable Activity Report
 Prior Period Report for 01-17

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
01-17	A&M01 (LEO LAM INC)	132918	12/23/16	01/22/17	A	1005.62	A&M01, 132918, PO #5989 TIMETABLES RTES 1,2,
		133636	01/16/17	02/15/17	A	1754.07	A&M01, 103757, PO #5993 TIMETABLES RTES 3,8,
		133646	01/16/17	02/15/17	A	1115.04	A&M01, 133646, PO #6000 RTE 580X DOOR HANGER
		Vendor's Total ----->				3874.73	
01-17	AIM01 (AIM TO PLEASE JANITORIAL SE	1027	10/27/16	11/26/16	A	10500.00	AIM01, 1027, OCT-16 BUS STOP CLEANING SERVIC
		1028	11/30/16	12/30/16	A	10500.00	AIM01, 1028, NOV-16 BUS STOP CLEANING SERVIC
	16-DEC-16	12/29/16	01/28/17	A	2723.01	AIM01, DEC-16 MONTHLY JANITORIAL SERVICE	
		Vendor's Total ----->				23723.01	
01-17	AME03 (AMERICAN PUB TRANSP ASSN)	089431	11/30/16	12/30/16	A	163.50	AME03, 089431, PO #6009 DIRECTOR OF FINANCE
01-17	AME06 (AMERICAN FIDELITY ASSURANCESUPP01-17H		11/08/16	12/08/16	A	296.90	AME06, JAN-17 SUPPLEMENTAL INSURANCE
01-17	AMP01 (AMP PRINTING INC.)	68395	01/13/17	02/12/17	A	5843.78	AMP01, 68395, PO #6002 TIMETABLES REPRINT
01-17	AVI01 (AMADOR VALLEY INDUSTRIES)	591777	12/31/16	01/30/17	A	341.71	AVI01, 591777, DEC-16 GARBAGE PICK UP SERVIC
01-17	BAN03 (BANKCARD CENTER)	NOV-2016H	11/28/16	12/28/16	A	10061.44	BAN03, NOV-16 CC STATEMENT
01-17	BAR02 (SF BAY AREA RAPID TRA DIS)	20170125	01/26/17	02/25/17	A	3118.50	BAR02, 20170125, 200 GREEN & 150 RED TICKETS
01-17	BID01 (DON BIDDLE)	JAN-2017H	01/31/17	03/02/17	A	300.00	BID01, JAN-17 BOD STIPEND
01-17	BRO03 (KARLA SUE BROWN)	JAN-2017H	01/31/17	03/02/17	A	100.00	BRO03, JAN-17 BOD STIPEND
01-17	CAL02 (CALACT)	2017-0177	01/01/17	01/31/17	A	910.00	CAL02, 2017-0177, 2017 MEMBERSHIP RENEWAL
01-17	CAL04 (CALIFORNIA WATER SERVICE)	198121916H	12/19/16	01/18/17	A	63.27	CAL04, 0198655555, BUS WASH 11/17-12/16/16
		257122916H	12/29/16	01/28/17	A	64.11	CAL04, 2575555555, TC FIRE 1/1-1/31/17
		361123016H	12/30/16	01/29/17	A	39.40	CAL04, 3616555555, TC WATER 12/1-12/29/16
		461123016H	12/30/16	01/29/17	A	59.05	CAL04, 4616555555, TC IRRG 12/1-12/29/16
		475122916H	12/29/16	01/28/17	A	85.48	CAL04, 4755555555, MOA FIRE 1/1-1/31/17
		575122916H	12/29/16	01/28/17	A	85.48	CAL04, 5755555555, CONTRACTOR FIRE 1/1-1/31/17
		909121916H	12/19/16	01/18/17	A	434.44	CAL04, 9098655555, MOA WATER 11/17-12/16/16
		Vendor's Total ----->				831.23	
01-17	CAL13 (CALIFORNIA TRANSIT)	312016DEC	01/09/17	02/08/17	A	9687.63	CAL13, 31-2016-DEC, DEC-16 INSURANCE CLAIMS
01-17	CIT06 (CITY OF LIVERMORE SEWER)	BW011717	01/17/17	02/16/17	A	48.27	CIT06, 138143-00, BUS WASH 12/20-1/17/17
		TC011017	01/10/17	02/09/17	A	43.88	CIT06, 133389-00, TRANSIT CENTER 12/13-1/10/17
		MOA011717	01/17/17	02/16/17	A	77.04	CIT06, 133294-00, MOA SEWER 12/20-1/17/17
		Vendor's Total ----->				169.19	
01-17	CIT07 (CITY OF LIVERMORE - WATER)	361122016H	12/20/16	01/19/17	A	60.58	CIT07, 139361-00, ATLANTIS SEWER 11/15-12/20
		388122016H	12/20/16	01/19/17	A	132.25	CIT07, 139388-00, BUS WASH 11/15-12/20/16
		399122016H	12/20/16	01/19/17	A	43.88	CIT07, 139399-00, ATLANTIS SEWER 11/15-12/20
		430122016H	12/20/16	01/19/17	A	59.05	CIT07, 138430-01, ATLANTIS INDOOR 11/15-12/20
		431122016H	12/20/16	01/19/17	A	465.85	CIT07, 138431-00, ATLANTIS IRRG. 11/15-12/20
		432122016H	12/20/16	01/19/17	A	26.65	CIT07, 138432-00, ATLANTIS FIRE 11/15-12/20/16
		Vendor's Total ----->				788.26	
01-17	COR01 (CORBIN WILLITS SYSTEMS)	B701151	01/15/17	02/14/17	A	239.45	COR01, B701151, JAN-17 SERVICE
01-17	DAY02 (DAY & NIGHT PEST CONTROL)	120386	01/03/17	02/02/17	A	218.00	DAY02, 120386, 12/23/16 RUTAN SERVICE
01-17	DEL05 (ALLIED ADMIN/DELTA DENTAL)	JAN-2017H	12/05/16	01/04/17	A	2145.43	DEL05, JAN-17 DENTAL BENEFITS
01-17	DIR01 (DIRECT TV)	409835018	01/11/17	02/10/17	A	14.70	DIR01, 30409835018, JAN-17 SERVICE
01-17	DIR02 (DIRECT DEPOSIT OF PAYROLL C	20161230H	01/06/17	02/05/17	A	34305.00	DIR02, PR DIRECT DEPOSIT 12/16-12/30/16
		20170113H	01/20/17	02/19/17	A	32974.39	DIR02, PR DIRECT DEPOSIT 12/30-1/13/17
		Vendor's Total ----->				67279.39	

REPORT.: Feb 15 17 Wednesday
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LAVTA
 Month End Payable Activity Report
 Prior Period Report for 01-17

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Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
01-17	DLC01 (DUBLIN LIONS CLUB)	PARADE 17	01/31/17	03/02/17	A	75.00	DLC01, 2017 ST PATRICK'S DAY PARADE REGISTRAR
01-17	DOT02 (DOTTO GLASS INC)	226349H	12/06/16	01/05/17	A	18132.50	DOT02, 226349, PO #5968 BALANCE PAY-RAPID PA
01-17	EDM01 (ELECTRONIC DATA MAGNETICS I	43777	11/29/16	12/29/16	A	712.85	EDM01, 43777, PO #5863 BALANCE PAY-FAREBOX T
01-17	EFT01 (ELECTRONIC FUND TRNFERS)	20161230H	01/04/17	02/03/17	A	6572.37	EFT01, FEDERAL TAXES 12/16-12/30/16
		20161231H	01/31/17	03/02/17	A	.08	EFT01, FEDERAL TAXES 2016 4TH QTR BALANCE
		20170113H	01/20/17	02/19/17	A	6210.68	EFT01, FEDERAL TAXES 12/31-1/13/17
		20170126FH	01/19/17	02/18/17	A	351.83	EFT01, FEDERAL TAXES DENNIS M. FINAL PAY
		Vendor's Total ----->				13134.96	
01-17	EME01 (EMERALD LANDSCAPE CO INC)	291629	01/01/17	01/31/17	A	1190.00	EME01, 291629, JAN-17 LANDSCAPING SERVICE
		292115	12/28/16	01/27/17	A	2242.00	EME01, 292115, PO #6028 BACKFLOW REPLACE ATL
		Vendor's Total ----->				3432.00	
01-17	EMP01 (EMPLOYMENT DEVEL DEPT)	20161230H	01/04/17	02/03/17	A	2223.38	EMP01, STATE TAXES 12/16-12/30/16
		20170113H	01/20/17	02/19/17	A	2091.75	EMP01, STATE TAXES 12/30-1/13/17
		20170126FH	01/20/17	02/19/17	A	114.84	EMP01, STATE TAXES DENNIS M. FINAL PAY
		Vendor's Total ----->				4429.97	
01-17	ENV01 (ENVIRONMENTAL SYSTEMS RESEA	93239056	01/18/17	02/17/17	A	732.38	ENV01, 93239056, PO #6015 GIS SOFTWARE MAINT
01-17	FED01 (FedEx)	568195588	01/20/17	02/19/17	A	22.34	FED01, 5-681-95588, JAN-17 STATEMENT
01-17	HAG01 (SCOTT HAGGERTY)	JAN-2017H	01/31/17	03/02/17	A	200.00	HAG01, JAN-17 BOD STIPEND
01-17	HAN01 (HANSON BRIDGETT MARCUS)	1181052	12/30/16	01/29/17	A	3321.50	HAN01, 1181052 NOV-16 CONTRACT LEGAL FEES
		1181053	12/30/16	01/29/17	A	6644.50	HAN01, 1181053, NOV-16 ADMIN LEGAL FEES
		Vendor's Total ----->				9966.00	
01-17	HAU01 (DAVID HAUBERT)	JAN-2017H	01/31/17	03/02/17	A	100.00	HAU01, JAN-17 BOD STIPEND
01-17	JTH01 (J. THAYER COMPANY)	1102995-0	12/15/16	01/14/17	A	54.53	JTH01, 1102995-0, 12/15/16 PRINTING PAPER
		1108139-0	01/06/17	02/05/17	A	90.05	JTH01, 1108139-0, 1/6/17 PRINTING PAPER
		Vendor's Total ----->				144.58	
01-17	KIM02 (KIMLEY-HORN AND ASSOC, INC)	7101-1016	10/31/16	11/30/16	A	1290.00	KIM02, 097447101-1016, PO #5577 OCT-16 REHAB
		7101-1116	11/30/16	12/30/16	A	550.00	KIM02, 097447101-1116, PO #5577 NOV-16 REHAB
		Vendor's Total ----->				1840.00	
01-17	LIV10 (LIVERMORE SANITATION INC)	815913	12/31/16	01/30/17	A	2317.45	LIV10, 815913, DEC-16 GARBAGE SERVICE RUTAN
01-17	MER01 (MERCHANT SERVICES)	TC123116H	01/01/17	01/31/17	A	139.14	MER01, DEC-16 TC CC FEES
		MOA123116H	01/01/17	01/31/17	A	118.45	MER01, DEC-16 MOA CC FEES
		Vendor's Total ----->				257.59	
01-17	MET01 (METROPOLITAN TRANSPORT-)	AR012944	12/14/16	01/13/17	A	7376.05	MET01, AR012944, OCT-16 CLIPPER FEES
01-17	MTM01 (MEDICAL TRANSPORTATION MANA	NOV-2016H	12/08/16	01/07/17	A	120889.04	MTM01, NOV-16 MONTHLY SERVICE
		MTM112079H	01/04/17	02/03/17	A	1830.50	MTM01, MTM-112079 12/2816-1/3/17
		MTM112080H	01/17/17	02/16/17	A	4952.50	MTM01, MTM-112080 1/4-1/17/17
		Vendor's Total ----->				127672.04	
01-17	MUT01 (MUTUAL OF OMAHA)	JAN-2017H	12/13/16	01/12/17	A	1022.89	MUT01, JAN-17 LIFE & LTD INSURANCE
01-17	MVT01 (MV TRANSPORTATION, INC.)	72656H	12/09/16	01/08/17	A	36335.80	MVT01, 72656, NOV-16 FIXED ROUTE SERVICE
		73170H	01/05/17	02/04/17	A	337810.88	MVT01, 73170, JAN-17 1ST INSTALL PAYMENT
		73171H	01/05/17	02/04/17	A	337810.88	MVT01, 73171, JAN-17 2ND INSTALL PAYMENT
		Vendor's Total ----->				711957.56	
01-17	OAK01 (OAKS BUSINESS PK OWNERS)	1STQTR17H	01/01/17	01/31/17	A	2165.00	OAK01, 2017 1ST QTR BUSINESS PARK DUES

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
01-17	OFF01 (OFFICE DEPOT)	088441001	01/05/17	02/04/17	A	64.42	OFF01, 892088441001, 1/5/17 OFFICE SUPPLIES
		487663001	12/12/16	01/11/17	A	61.53	OFF01, 886487663001, 12/9/16 OFFICE SUPPLIES
		669772001	01/17/17	02/16/17	A	113.46	OFF01, 895669772001, 1/17/17 OFFICE SUPPLIES
		Vendor's Total ----->				239.41	
01-17	PAC01 (AT&T)	ATT120716H	12/07/16	01/06/17	A	32.92	PAC01,ACCT #232-351-6260,CONTRACTOR FIRE 12/
		ATT121116H	12/11/16	01/10/17	A	350.21	PAC01,ACCT #436-951-0106,ATLANTIS T1 12/11-1
		ATT121316H	12/13/16	01/12/17	A	144.52	PAC01,ACCT #925-243-9029,ATLANTIS ALARM 12/1
		Vendor's Total ----->				527.65	
01-17	PAC02 (PACIFIC GAS AND ELECTRIC)	580123016H	12/30/16	01/29/17	A	5122.28	PAC02, 5809326332-3, MOA ELECTRIC 12/1-12/29
		606122916H	12/29/16	01/28/17	A	1933.95	PAC02, 6062256368-6, ATLANTIS 11/30-12/28/16
		726122016H	12/20/16	01/19/17	A	611.68	PAC02, 7264840356-5, RAPID STOPS 11/19-12/19
		764011117H	01/11/17	02/10/17	A	93.15	PAC02, 7649646868-7, DOOLAN TWR 12/12-1/10/1
		900013017H	01/12/17	02/11/17	A	2866.99	PAC02, 9007202117-4, MOA GAS 12/13-1/11/17
		900123016H	12/13/16	01/12/17	A	2022.70	PAC02, 9007202117-4, MOA GAS 11/11-12/12/16
		980011217H	01/12/17	02/11/17	A	685.38	PAC02, 9800031052-8, TRANSIT CENTER 12/13-1/
		980121316H	12/13/16	01/12/17	A	653.44	PAC02, 9800031052-8, TRANSIT CENTER 11/14-12
		Vendor's Total ----->				13989.57	
01-17	PAC11 (PACIFIC ENVIROMENTAL SERV)	2006279	01/09/17	02/08/17	A	120.00	PAC11, 2006279, DEC-16 RUTAN MONTHLY SERVICE
		2006280	01/09/17	02/08/17	A	120.00	PAC11, 2006280, DEC-16 ATLANTIS MONTHLY SERV
		Vendor's Total ----->				240.00	
01-17	PEN01 (JERRY PENTIN)	JAN-2017H	01/31/17	03/02/17	A	300.00	PEN01, JAN-17 BOD STIPEND
01-17	PER01 (PERS)	20161230CH	01/04/17	02/03/17	A	3682.51	PER01, PERS CLASSIC CONTRIBUTION 12/16-12/30
		20161230NH	01/04/17	02/03/17	A	1829.48	PER01, PERS NEW CONTRIBUTION 12/16-12/30/16
		20170113CH	01/20/17	02/19/17	A	3624.62	PER01, PERS CLASSIC CONTRIBUTION 12/30-1/13/
		20170113NH	01/20/17	02/19/17	A	2454.21	PER01, PERS NEW CONTRIBUTION 12/30-1/13/17
		Vendor's Total ----->				11590.82	
01-17	PER03 (CAL PUB EMP RETIRE SYSTM)	JAN-2017H	12/14/16	01/13/17	A	34533.44	PER03, JAN-17 HEALTH BENEFITS
01-17	PER04 (CALPERS RETIREMENT SYSTEM)	20161230H	01/04/17	02/03/17	A	716.01	PER01, PERS 457 CONTRIBUTION 12/16-12/30/16
		20170113H	01/20/17	02/19/17	A	716.63	PER04, PERS 457 CONTRIBUTION 12/30-1/13/17
		Vendor's Total ----->				1432.64	
01-17	PLA02 (PLANETERIA MEDIA LLC)	14323	11/15/16	12/15/16	A	200.00	PLA02, 14323, NOV-16 WEB HOSTING
		14392	12/15/16	01/14/17	A	200.00	PLA02, 14392, DEC-16 WEB HOSTING
		Vendor's Total ----->				400.00	
01-17	PRE03 (PREMIER SECURITY SOLNS CO)	1612-232	12/23/16	01/22/17	A	319.95	PRE03, 1612-232,PO #6027 MISC SERVICE WORK-B
01-17	PRI03 (PRISMATIC SIGNS)	33354	12/28/16	01/27/17	A	194.40	PRI03, 33354, PO #5979 WIFI DECALS
01-17	RHT01 (R.H. TINNEY, INC.)	9036A	01/18/17	02/17/17	A	574.00	RHT01, 9036A, RUTAN HVAC QTRLY MAINT FY17
		9037A	01/18/17	02/17/17	A	243.00	RHT01, 9037A, ATLANTIS HVAC QTRLY MAINT FY17
		9038A	01/18/17	02/17/17	A	101.00	RHT01, 9038A, TC HVAC QTRLY MAINT FY17
		Vendor's Total ----->				918.00	
01-17	SAF01 (SAFETY-KLEEN SYSTEMS INC)	72305590	01/16/17	02/15/17	A	266.20	SAF01, 72305590, LEASE FOR PARTS WASHER FY17
01-17	SCF01 (SC FUELS)	3219058	12/15/16	01/14/17	A	14112.94	SCF01, 3219058, 12/15/16 FUEL DELIVERY
		3224403	12/22/16	01/21/17	A	14678.26	SCF01, 3224403, 12/22/16 FUEL DELIVERY
		3228866	12/30/16	01/29/17	A	16094.61	SCF01, 3228866, 12/30/16 FUEL DELIVERY
		3234494	01/09/17	02/08/17	A	16171.11	SCF01, 3234494, 1/9/17 FUEL DELIVERY
		Vendor's Total ----->				61056.92	
01-17	SCH03 (SCHWEIGER CONSULTING LLC)	INV-0034	12/29/16	01/28/17	A	1394.28	SCH03, INV-0034, PO #5823 TPI PHONE APP SPEC
01-17	SHA02 (SHAMROCK OFFICE SOLUTIONS)	278977	12/08/16	01/07/17	A	69.30	SHA02, 278977, FRONT DESK PRINTER 11/12-12/1
		282993	01/13/17	02/12/17	A	55.29	SHA02, 282993, FRONT DESK PRINTER 12/12-1/11
		Vendor's Total ----->				124.59	

LAVTA
 Month End Payable Activity Report
 Prior Period Report for 01-17

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
01-17	SHE05 (SHELL)	981641701H	01/06/17	02/05/17	A	21.65	SHE05, JAN-17 CC STATEMENT
01-17	SHI01 (SHIELDS, HARPER & CO)	3019833	01/03/17	02/02/17	A	3143.92	SHI01, 3019833, PO #5987 MANHOLE COVERS REPL
01-17	SOL01 (SOLUTIONS FOR TRANSIT)	17-0105LA	01/05/17	02/04/17	A	2083.33	SOL01, 17-0105LAVTA, DEC-16 CLIPPER ANALYSIS
01-17	SPE04 (STEVEN G. SPEDOWFSKI)	JAN-2017H	01/31/17	03/02/17	A	300.00	SPE04, JAN-17 BOD STIPEND
01-17	STA01 (STATE COMPENSATION FUND)	FEB-2017H	01/23/17	02/22/17	A	1720.50	STA01, FEB-17 WORKER'S COMP PREMIUM
01-17	STA04 (STATE BOARD OF)	QTR4-2016H	01/20/17	02/19/17	A	1985.32	STA04, 2016 4TH QTR STORAGE TANK MAINT FEE
01-17	STA05 (STATE BOARD OF EQUAL)	QTR4-2016H	01/20/17	02/19/17	A	1023.56	STA05, 2016 4TH QTR DIESEL FUEL TAX
01-17	STA13 (STAPLES CREDIT PLAN)	JAN-2017H	01/09/17	02/08/17	A	255.23	STA13, JAN-17 CC STATEMENT
01-17	TAX14 (KAREN ADAMS)	1217-1228H	01/12/17	02/11/17	A	26.14	TAX14, PARATAXI REIMBURSE 12/17-12/28/16
01-17	TAX32 (SUE TSANG)	1102-1221H	01/12/17	02/11/17	A	228.44	TAX32, PARATAXI REIMBURSE 11/2-12/21/16
01-17	TAX60 (ANNA FONG)	1206-1226	01/12/17	02/11/17	A	55.25	TAX60, PARATAXI REIMBURSE 12/6-12/26/16
01-17	TAX67 (CHRISTEL RAGER)	1201-1213H	01/12/17	02/11/17	A	200.00	TAX67, PARATAXI REIMBURSE 12/1-12/13/16
01-17	TAX72 (JUSTIN HART)	1202-1230H	01/12/17	02/11/17	A	129.20	TAX72, PARATAXI REIMBURSE 12/2-12/30/16
01-17	TAX76 (MARY ANN HANDZUS)	1031-REXH 01/13/17	02/12/17	A	63.75	TAX76, PARATAXI REVERSAL 1/13/17-WRONG VENDO	
		1026-1227H 01/12/17	02/11/17	A	182.40	TAX76, PARATAXI REIMBURSE 10/26-12/27/16	
		1031-1212H 01/12/17	02/11/17	A	63.75	TAX76, PARATAXI REIMBURSE 10/31-12/12/16	
	Vendor's Total ----->					182.40	
01-17	TAX86 (DEBBIE LOPES)	1-10-17	01/26/17	02/25/17	A	20.00	TAX86, PARATAXI REIMBURSE 1/10/17
01-17	TAX91 (VIVIAN MARIE MILLER)	1202-1231H 01/12/17	02/11/17	A	197.86	TAX91, PARATAXI REIMBURSE 12/2-12/31/16	
		1222-0117H 01/26/17	02/25/17	A	73.10	TAX91, PARATAXI REIMBURSE 12/22-1/17/17	
	Vendor's Total ----->					270.96	
01-17	TAX99 (SAEED TIRMIZI)	0920-1227H	01/26/17	02/25/17	A	101.58	TAX99, PARATAXI REIMBURSE 9/20-12/27/16
01-17	TCG01 (THE CREATIVE GROUP)	47405601 12/28/16	01/27/17	A	2938.80	TCG01, 47405601, PO #5750 TEMP MGR W/E 12/23	
		47463100 01/05/17	02/04/17	A	3423.23	TCG01, 47463100, PO #5750 TEMP MGR W/E 12/30	
		47492050 01/10/17	02/09/17	A	142.20	TCG01, 47492050, PO #5750 TEMP MGR W/E 1/6/1	
	Vendor's Total ----->					6504.23	
01-17	TEL01 (TELEPACIFIC COMMUNICATIONS)	858912960	12/31/16	01/30/17	A	1877.25	TEL01, 85891296-0, ACCT #154589 1/1-1/31/17
01-17	TES01 (TEST AMERICA LABORATORIES I	72150658 01/10/17	02/09/17	A	423.00	TES01, 72150658, 12/23/16 ATLANTIS WATER TES	
		72150676 01/11/17	02/10/17	A	423.00	TES01, 72150676, 12/23/16 RUTAN WATER TESTIN	
	Vendor's Total ----->					846.00	
01-17	TOL06 (TOLAR MFR CO INC)	11910	12/12/16	01/11/17	A	8946.77	TOL06, 11910, PO #5897 SOLAR POWER RELOCATE
01-17	TX112 (DARRELL DION)	1011-0114	01/26/17	02/25/17	A	57.00	TX112, PARATAXI REIMBURSE 10/11-1/14/17
01-17	TX113 (RODGER RAGER)	1214-1230H	01/12/17	02/11/17	A	200.00	TX113, PARATAXI REIMBURSE 12/14-12/30/16
01-17	TX123 (OLGA PRINZ)	1204-1226H	01/12/17	02/11/17	A	42.08	TX123, PARATAXI REIMBURSE 12/4-12/26/16
01-17	TX128 (KATHY HANDEL)	12-28-16	01/12/17	02/11/17	A	27.20	TX128, PARATAXI REIMBURS 12/28/16
01-17	TX136 (VIRGINIA REID)	1201-1216	01/12/17	02/11/17	A	98.60	TX136, PARATAXI REIMBURSE 12/1-12/16/16

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Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
01-17	TX137 (HIMATLAL R MEHTA)	12-27-16H	01/12/17	02/11/17	A	37.40	TX137, PARATAXI REIMBURSE 12/27/16
		0101-0116H	01/26/17	02/25/17	A	96.53	TX137, PARATAXI REIMBURSE 1/1-1/16/17
		Vendor's Total ----->				133.93	
01-17	TX143 (KIM BRETOI)	1105-1229H	01/12/17	02/11/17	A	259.25	TX143, PARATAXI REIMBURSE 11/5-12/29/16
01-17	TX160 (MARY ANNE HAUSER)	1031-1212	01/13/17	02/12/17	A	63.75	TX160, PARATAXI REIMBURSE 10/31-12/12/16
01-17	TX162 (SANDRA LANGLOTZ)	1201-0114	01/26/17	02/25/17	A	266.29	TX162, PARATAXI REIMBURSE 12/1-1/14/17
01-17	VER01 (VERIZON WIRELESS)	777489113H	12/22/16	01/21/17	A	1275.47	VER01, 9777489113, 11/23-12/22/16 CELL & WIF
01-17	VSP01 (VSP)	JAN-2017H	12/21/16	01/20/17	A	515.91	VSP01, JAN-17 VISION INSURANCE
01-17	WEG01 (CHRISTY WEGENER)	DEC-2016H	12/22/16	01/21/17	A	80.72	WEG01, DEC-16 TRAVEL REIMBURSE
01-17	WES02 (WESTERN PACIFIC SIGNAL, LLC	22858	10/31/16	11/30/16	A	8500.00	WES02, 22858, RPF 2016-05 ADAPTIVE SIGNAL CO
		Total of Purchases ->				1204767.81	

AGENDA

ITEM 4 C

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

STAFF REPORT

SUBJECT: Contract Award for LAVTA Financial Auditing Services

FROM: Tamara Edwards, Finance and Grants Manager

DATE: March 6, 2017

Action Requested

The Finance and Administration Committee recommend that the LAVTA Board of Directors review for approval, the award of an Agreement between LAVTA and Maze and Associates for financial auditing services, and that the Board authorize the LAVTA Executive Director to finalize all details and execute said Agreement between LAVTA and Maze and Associates.

Background

LAVTA's Procurement Policy mandates the Authority follow a competitive procurement process for award of major contracts. On December 9, 2016, LAVTA released a Request for Proposals (RFP) for Financial Auditing Services #2017-01, for qualified California licensed auditing firms to provide financial auditing services, including the comprehensive annual financial audit, for a three-year period plus four optional one-year extensions. An optional pre-proposal conference was held at the Authority's Administrative Offices on December 15, 2016 at 10:00 a.m. Written Questions or Requests were due on December 19, 2016 at 4:00 p.m, and the responses to those questions were issued with the First (and only) Addendum on December 22, 2016. The responses to the RFP were due on January 9, 2017 at 2:00 p.m.

Discussion

Two proposals were received in accordance with the requirements established in the RFP. The responding firms were:

Firm	Rating in Competitive Range
Maze & Associates	1
Vavrinek, Trine, Day & Co., LLP	2

All of the proposals were thoroughly reviewed and evaluated using a formal scoring process based on the established and published criteria listed in the RFP, by three members of LAVTA staff. In addition, the proposals have been evaluated for responsiveness and responsibility, including a review by LAVTA Legal Counsel. The apparent best value for LAVTA is Maze & Associates, located in Pleasant Hill, CA.

Maze and Associates possesses all of the qualifications, including direct transit auditing experience. While the second-rated firm in the competitive range also possessed transit auditing

experience, they did not score as high in a number of areas, and their proposal was not as thorough.

Maze and Associates has been LAVTA's auditors for a number of years. In order to ensure auditor independence Maze replaces the audit manager for LAVTA's account at least as often as required, and brings one person to each phase of the audit who has not been involved with LAVTA's audit previously.

LAVTA chose not to conduct any interviews of the firms, because of the evidence of directly related transit financial auditing experience.

Next Steps

Once this contract is awarded, LAVTA Executive Director will finalize all details and Maze and Associates will confirm the schedule of dates to conduct the comprehensive annual financial audit and produce the report for FY2017.

Recommendation

Finance and Administration Committee recommend that the Board of Directors enter into an agreement with Maze and Associates for the provision of financial auditing services including the comprehensive annual financial audit, for a three-year period in the amount of \$87,455 plus a 10% contingency of \$8,745, and authorize the Executive Director to execute the agreement in a form approved by LAVTA's legal counsel.

Attachment:

1. Resolution 13-2017

Approved: _____

RESOLUTION 13-2017**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
AWARDING LAVTA FINANCIAL AUDITING SERVICES #2017-01 CONTRACT**

WHEREAS, the Livermore Amador Valley Transit Authority (LAVTA) receives funding from sources that require an annual comprehensive financial report, as well as other services; and

WHEREAS, the Authority has conducted a competitive procurement soliciting proposals from Certified Public Accountant firms, properly certified to practice in California to provide financial auditing services including the comprehensive annual financial audit, for a three-year period plus four optional one-year extensions; and

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

WHEREAS, the proposal submitted by Maze and Associates was determined through a formal scoring process to be the best value for the Authority, and that Maze and Associates has experience delivering financial auditing services specifically within the Transit Industry; and

WHEREAS, to address potential contingencies that may arise in the completion of the services over the three-year period, the Board wishes to authorize a contingency in the amount of \$8,745 and to authorize the Executive Director to enter into a further amendment to the Agreement to conduct any necessary additional work.

NOW, THEREFORE BE IT RESOLVED, by the Board of Directors of the Livermore Amador Valley Transit Authority that the LAVTA Board approves entering into a contract with Maze and Associates for the provision of financial auditing services including the comprehensive annual financial audit, for a three-year period in the amount of \$87,455.00 and authorizes the Executive Director to execute the agreement in a form approved by LAVTA's legal counsel.

BE IT FURTHER RESOLVED that the Board of Directors approves four (4) Option Years, exercised solely at LAVTA's discretion, and pricing for which to be negotiated and not to exceed the annual change in Consumer Price Index (CPI) based on the most recent annual change in the Consumer Price Index for All Urban Consumers for the San Francisco-Oakland-San Jose Area, at the time of negotiation.

BE IT FURTHER RESOLVED that the Board authorizes a contingency in the amount of \$8,745 to be exercised by the Executive Director by means of a further Amendment to the Agreement, which the Executive Director is hereby authorized to execute.

PASSED AND ADOPTED this 6th day of March, 2017.

Steven Spedowski, Chair

Attest:

Michael Tree, Executive Director

AGENDA

ITEM 4 D

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

STAFF REPORT

SUBJECT: Contract Award for LAVTA Rutan Parking Area Resurfacing

FROM: Tamara Edwards, Finance and Grants Manager

DATE: March 6, 2017

Action Requested

The Finance and Administration Committee recommends that the LAVTA Board of Directors approve the award of an Agreement between LAVTA and Silicon Valley Paving, Inc. to rehab the LAVTA Rutan Facility Parking Lots, and that the Board authorize the LAVTA Executive Director to finalize all details and execute said Agreement between LAVTA and Silicon Valley Paving, Inc.

Background

LAVTA's Procurement Policy mandates the Authority follow a competitive procurement process for award of major contracts. On July 6, 2016, LAVTA released an Invitation for Bids (IFB) for LAVTA Rutan Parking Area Resurfacing Project #2016-09, for qualified contractors to repair and resurface LAVTA's parking areas. Zero bids were received for this invitation. Therefore, the invitation was re-released on August 31, 2016 under project #2016-17. An optional pre-proposal conference was held at the Authority's Administrative Offices on September 8, 2016 at 10:00 a.m. Written Questions or Requests were due on September 13, 2016 at 4:00 p.m, no addendum was required for this IFB. The responses to the RFP were due on September 26, 2016 at 2:00 p.m.

This project encompasses the front parking area, the contractor parking area, and striping of the bus parking lot at the Rutan facility. The project also includes ADA upgrades to bring the parking areas in line with current ADA requirements.

Discussion

Two proposals were received in accordance with the requirements established in the RFP. The responding firms were:

Company Name	Location	Grand Total Amount
Silicon Valley Paving, Inc.	San Jose, CA	\$110,218.00
Ray's Electric	Oakland, CA	\$151,756.00

Silicon Valley Paving, Inc. submitted the lowest bid and was found to be responsive and responsible by Legal Counsel and staff. This project is due to be completed within 30 calendar days from Notice to Proceed (NTP).

Fiscal Impact

A cost analysis was conducted by staff and 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 \$121,239.80 and consists of the contract award of \$110,218 and a 10% project contingency of \$11,021.80.

Next Steps

Upon execution of the agreement with the Silicon Valley Paving, Inc., LAVTA will issue the NTP.

Recommendation

The Finance and Administration Committee recommends the Board: (1) award a contract to Silicon Valley Paving, Inc., the lowest responsive and responsible bidder for the LAVTA Rutan Parking Area Resurfacing #2016-17, for a total contract award of \$110,218.00; (2) authorize the Executive Director to sign the contract and issue an NTP to Silicon Valley Paving; and (3) approve a 10% project contingency of \$11,021.80 to be used at the discretion of the Executive Director.

Attachment:

1. Resolution 04-2017

Approved: _____

RESOLUTION NO. 04-2017

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
AWARDING THE CONTRACT FOR THE RUTAN PARKING AREA
RESURFACING PROJECT TO SILICON VALLEY PAVING, INC.**

WHEREAS, the Livermore/Amador Valley Transit Authority (LAVTA) requires the services of a third party contractor to perform the resurfacing of the LAVTA Rutan parking area as described in LAVTA Invitation for Bids (IFB) #2016-17; and

WHEREAS, staff released IFB #2016-17 to solicit bids for the project; and

WHEREAS, two bids were received, and Silicon Valley Paving, Inc. was determined to be the lowest responsive and responsible bidder based on their submitted bid in the amount of \$110,218.00; and

WHEREAS, staff recommends that the Board of Directors award the contract for the resurfacing of the LAVTA Rutan Parking Area to Silicon Valley Paving, Inc. in the not to exceed amount of \$110,218.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors hereby awards the contract for the resurfacing of the LAVTA Rutan Parking Area to Silicon Valley Paving, Inc. for a not-to-exceed amount of \$110,218.00.

BE IT FURTHER RESOLVED that the Executive Director is authorized to execute a contract with Silicon Valley Paving, Inc. 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 \$11,021.80.

PASSED AND ADOPTED this 6th day of March 2017.

Steven Spedowski, Chair

ATTEST:

Michael Tree, Executive Director

APPROVED AS TO FORM:

Michael Conneran, Legal Counsel

AGENDA

ITEM 4 E

STAFF REPORT

SUBJECT: Resolutions in Support of Application for FY 16-17 funding through the State Low Carbon Transit Operations Program (LCTOP)

FROM: Jennifer Yeamans, Senior Grants, Project Management & Contract Specialist

DATE: March 6, 2017

Action Requested

The Finance and Administration Committee recommends Board approval of Resolution 14-2017 and Resolution 15-2017 in support of an allocation request to Caltrans for the Low Carbon Transit Operations Program (LCTOP). These resolutions are a requirement to request allocations for this funding from Caltrans.

Background

Attachment 1 is a proposed Board resolution which would authorize the Executive Director to request allocations for specific projects. The resolution is a requirement of the FY 2016-17 LCTOP Guidelines issued by Caltrans in December 2016. Attachment 2 names the project LAVTA is submitting for funding consistent with program guidelines.

The LCTOP was established by California Senate Bill 862 to provide funding, on a formula basis, for operational or capital expansion projects to reduce greenhouse gas emissions and improve mobility, with a priority on serving disadvantaged communities. The grant funds are derived from California's Cap-and-Trade Program and are the result of quarterly auctions of emission credits for greenhouse gas emitters regulated under AB 32, California's Global Warming Solutions Act of 2006. Auction proceeds, known as the Greenhouse Gas Reduction Fund (Fund), are then reinvested in various projects to further reduce emissions. In FY2014-15, the initial year of the LCTOP, \$25 million was appropriated. In FY 2015-16, the fund grew to \$100 million. In FY 2016-17, the appropriation fell to \$35 million. There is a continuous appropriation of 5% of Cap and Trade auction proceeds into the LCTOP and other Cap and Trade programs. The auction proceeds are anticipated to vary over time as Cap and Trade revenues fluctuate.

LCTOP Guidelines

The program guidelines state that transit agencies receiving funds from the LCTOP shall submit expenditure proposals listing projects that meet all of the following criteria:

- Support new or expanded bus or rail services, or expanded intermodal transit facilities,
- Enhance or expand transit service to increase mode share,
- Reduce greenhouse gas emissions

Project Eligibility Criteria

The LCTOP specifically requires documentation that each proposed project will achieve a reduction in greenhouse gas emissions. All projects must be consistent with the project lead's most recently adopted short-range transit plan, regional plan, or publicly-adopted plan. For project leads in a Metropolitan Planning Organization area, projects must also be consistent with the Sustainable Communities Strategy.

Discussion

Staff proposes to use the LCTOP funding to fund continuation of the Las Positas College Easy Pass program during the 2017-2018 academic year. This program has been successful in increasing access to Las Positas College for students, increasing ridership on the 30R, and connecting students with regional transit systems to increase transit mode share in accessing the campus. Presently the Easy Pass is available to approximately 9,000 students enrolled at Las Positas College.

Budget

The project budget is as follows:

Las Positas College Easy Pass	
Funds Source	Amount
LCTOP - Revenue-Based	\$22,964
LCTOP – Population Based	\$94,419
Total Budget	\$117,383

Applying the LCTOP funding to the Las Positas College Easy Pass program will meet the LCTOP program requirements by promoting transit mode share increase and greenhouse gas reductions, while increasing farebox revenue on the 30R serving Las Positas College by enabling the distribution of Easy Pass vouchers to count toward special transit fare revenue under the State Controller's Office accounting guidelines for public transit agencies, according to Caltrans staff. No local match is required.

Recommendation

The Finance and Administration Committee recommends Board approval of Resolution 14-2017 and Resolution 15-2017 in support of an allocation request to Caltrans for the Low Carbon Transit Operations Program (LCTOP). The Board resolutions attached will enable staff to apply for LCTOP funding to continue the Las Positas College Easy Pass Program.

Attachments:

1. Resolution 14-2017
2. Resolution 15-2017

Approved: _____

RESOLUTION 14-2017

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
BOARD OF DIRECTORS**

**AUTHORIZATION FOR THE EXECUTION OF THE
CERTIFICATIONS AND ASSURANCES AND AUTHORIZED AGENT FORMS
FOR THE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP)**

WHEREAS, the Livermore Amador Valley Transit Authority is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP) for transit projects; and

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

WHEREAS, Senate Bill 862 (2014) named the Department of Transportation (Department) as the administrative agency for the LCTOP; and

WHEREAS, the Department has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies); and

WHEREAS, the Livermore Amador Valley Transit Authority wishes to delegate authorization to execute these documents and any amendments thereto to Michael Tree, Executive Director.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Livermore Amador Valley Transit Authority that the fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances and the Authorized Agent documents and applicable statutes, regulations and guidelines for all LCTOP funded transit projects.

NOW THEREFORE, BE IT FURTHER RESOLVED that Michael Tree, Executive Director, be authorized to execute all required documents of the LCTOP program and any Amendments thereto with the California Department of Transportation.

PASSED AND ADOPTED BY the governing board of the Livermore Amador Valley Transit Authority on this 6th day of March 2017.

Steven Spedowfski, Chair

Attest:

Michael Tree, Executive Director

RESOLUTION #15-2017

**A RESOLUTION OF THE LIVERMORE AMADOR VALLEY TRANSIT
AUTHORIZING THE EXECUTION OF THE
LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP) PROJECT:
LAS POSITAS COLLEGE EASY PASS FARE VOUCHER PROGRAM
USING \$117,303 IN LCTOP FUNDS**

WHEREAS, the Livermore Amador Valley Transit Authority is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP) now or sometime in the future for transit projects; and

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

WHEREAS, Senate Bill 862 (2014) named the Department of Transportation (Department) as the administrative agency for the LCTOP; and

WHEREAS, the Department has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies); and

WHEREAS, the Livermore Amador Valley Transit Authority wishes to use LCTOP funds to purchase replacement buses and operate them as listed above,

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Livermore Amador Valley Transit Authority that the fund recipient agrees to comply with all conditions and requirements set forth in the applicable statutes, regulations and guidelines for all LCTOP funded transit projects.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Livermore Amador Valley Transit Authority that it hereby authorizes the submittal of the following project, the "*Las Positas College Easy Pass Fare Voucher Program*" and further authorizes the submittal of a \$117,383 allocation request to the Department in FY 2016-17 for LCTOP funds.

PASSED AND ADOPTED BY the governing board of the Livermore Amador Valley Transit Authority on this 6th day of March 2017.

Steven Spedowfski, Chair

Attest:

Michael Tree, Executive Director

AGENDA

ITEM 5

EXECUTIVE DIRECTOR'S REPORT

February 2017

1. **Driverless Shuttle Legislation Introduced**

In February Assembly Member Baker and Senator Glazer introduced AB1444, a bill that will authorize driverless shuttle testing within the city limits of Dublin. More information to come on the timeline of the bill.

2. **Alternative Work Schedule For Employees**

Several years ago the Executive Director authorized certain staff to work an alternative work schedule, which entailed employees working 9 hours/day and taking every other Friday off. With the current workloads, management is finding it difficult to be productive in the office on Fridays with the alternative work schedule. After several employee meetings I am making the decision to return all employees to a Monday through Friday workweek schedule effective May 6th, with the recognition that from time-to-time there will be reasonable requests that can be met for employees needing to temporarily work an alternative work week. Of the 15 employees at the agency, 4 will be impacted by the decision.

3. **Marketing Manager Starting On March 6th**

Mr. Tony McCaulay of Denver RTD has been hired as LAVTA's new Marketing Manager. Tony is skilled in public transit marketing and had a desire to be employed with LAVTA after reviewing LAVTA's bus system redesign and FY2017 Marketing Plan.



4. **Altamont Regional Rail Working Group Scheduled To Meet on March 8th**

The Working Group is scheduled to next meet on Wednesday, March 8th at the LAVTA facilities. Scheduled topics include an update on legislation and project options.

5. **Review Of Systemwide Route Changes In April**

It's been 6 months since the implementation of system wide changes to the Wheels bus system, which included Route 10R going to 15-minute all day frequency, the realignment of Route 30R to Las Positas College, the creation of Route 580X from downtown Livermore to BART, and many other changes. Staff anticipates a 6-month review with the LAVTA Board on the status of the system changes in April.

6. **Gillig Ribbon Cutting On June 13th**

The ribbon cutting event for the new Gillig plant in Livermore will take place on Friday, June 23rd at 10:00am. More information and invitations are to follow.

Attachments

1. Management Action Plan w/Updates
2. Board Statistics January FY17
3. FY17 Upcoming Committee Items
4. 2nd Quarter Operations Update
5. On-Time Performance Update

FY2017 Goals, Strategies and Projects

Last Updated – March 1, 2017

MANAGEMENT ACTION PLAN (MAP)

Goal: Service Development

Strategies (those highlighted in bold indicate highest Board priority)

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

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

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

<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>
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 Mar 2017 Jun 2017	→ Board awarded contract for signal control upgrade in July. Board to award contract for additional signal control capabilities and queue jump project in Mar.	X
Go Dublin Discount Program	<ul style="list-style-type: none"> Get clearance from FTA Sign Agreements with providers Implement 	ED	Projects/ Services	Nov 2016 Dec 2016 Dec 2016	→ Participation Agreements signed. Uber, Lyft and DeSoto have activated the promo code. Project area is the city limits of Dublin and two BART stations. Fare is LAVTA will cover 50% of cost of ride, up to \$5. Webpage is completed and soft start initiated. Marketing began in February.	X X
<p>Goal: Marketing and Public Awareness</p> <p>Strategies (those highlighted in bold indicate highest Board priority)</p> <ol style="list-style-type: none"> 1. Continue to build the Wheels brand image, identity and value for customers 2. Improve the public image and awareness of Wheels 3. Increase two-way communication between Wheels and its customers 4. Increase ridership, particularly on the Rapid, to fully attain benefits achieved through optimum utilization of our transit system 5. Promote Wheels to New Businesses and residents 						
<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>

Projects	Action Required	Staff	Board Committee	Target Date	Status	Task Done
Website V2.0 Upgrades	<ul style="list-style-type: none"> Speed up website Develop video library Revise homepage for quicker access to commuter info 	MKT MGR	Projects/ Services	Feb 2017 Apr 2017 Apr 2017	→ Planeteria continuing to work on website to get page loading down to 2 seconds. Currently at 6-8 seconds. Commuter page being developed by SDG. Video library awaiting direction from new Marketing Manager.	
V2.0 of Timetables and Schedules With Route Changes	<ul style="list-style-type: none"> Create second version of timetables and route changes to implement new rebranding and fix route issues from COA implementation 	MKT MGR	Projects/ Services	Jan 2017 Jun 2017	→ This project broken into two phases. Phase I changes to timetables with January service changes and Phase II upon rebranding completion. Phase I completed. Brochures/street inserts installed.	X
Phone App	<ul style="list-style-type: none"> Advertise RFP/Contract Award Introduce Phone App to public 	DP	Projects/ Services	<u>Jun 2017</u> <u>Dec 2017</u>	→ Scope of Work being revised to take into account Park & Ride Study, SAV project and Go Dublin.	
Wi-Fi Project	<ul style="list-style-type: none"> Install Wi-Fi on Rapid and Express buses Introduce Wi-Fi to the public through media 	DP	Projects/ Services	Oct 2016 Feb 2017	→ Wi-Fi installed and working on all Rapid and Express buses. <u>Awaiting a sponsor to introduce formally to the public.</u>	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>
Wayfinding at BART Stations	<ul style="list-style-type: none"> Plan new wayfinding signage Install signage 	MKT MGR	Projects/ Services	Nov 2016 Jan 2017	→New wayfinding signs installed by BART in December. BART picked up cost of signs.	X X
LAVTA Rebranding Project	<ul style="list-style-type: none"> Surveying and Focus Groups Draft naming of services to Board Approval final naming and rebranding 	MKT MGR	Projects/ Services	Jun 2016 Aug 2016 Sept 2017	→ Community survey done. Focus groups done. Additional community survey on narrow list of names done. P&S Committee and Board discussed. Revised names/logos before P&S in Nov. Regrouping on his project. Awaiting new Marketing Manager.	X X
Individualized Marketing	<ul style="list-style-type: none"> Award Contract Development of collateral Public Outreach Campaign Review of results 	MKT MGR	Projects/ Services	Oct 2016 Mar 2017 Aug 2017 Oct 2017	→ SDG awarded contract. Kick-off meeting held to discuss project and partners. Meetings held with partners in Pleasanton. Final game plan set within project areas. Collateral being developed.	X
580X	<ul style="list-style-type: none"> Direct Mailing #1 Door Hangers Banner 	MKT MGR	Projects/ Services	Sept 2016 Jan 2017 Mar 2017	→ Website slider and page created. Commuter coaches delivered. The first direct mailing was done. Goal is 15 rides per hour. Currently at 5. Jan promotions completed; door hangers. Fare free for promotion. Focusing on targeted social media.	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>
Relocated Rapid Shelters No Longer Served By Rapid	<ul style="list-style-type: none"> • Engineering work • Award contract • Improvements to site • Relocation of shelters 	AS	Projects/ Services	Jan 2017 Apr 2017 May 2017 Jun 2017	→ Final relocation plan developed. Work to be performed with FTA grant. Awaiting final approval of plan by FTA before performing engineering work, construction/relocation of Rapid shelters.	
Dispose of Shelters Past Useful Life No Longer Served By Route	<ul style="list-style-type: none"> • Identify shelters • Award Contract • Dispose of shelters 	AS	Projects/ Services	Dec 2016 Apr 2017 Jun 2017	→ Staff has identified shelters past useful life that need to be disposed. IFB being developed to remove shelters.	X
Remove Bus Stop Signage No Longer Served By Routes	<ul style="list-style-type: none"> • Removal of bus stop signs by MV 	AS	Projects/ Services	Oct 2016	→ Currently 72 stops have temporary no service signs affixed too bus signs/pole. All signage has been removed.	X
Relocate Shelters Not Past Useful Life That Are On Routes No Longer Served	<ul style="list-style-type: none"> • Identify shelters • Identify new locations for shelters • Make site improvements • Relocate shelters 	AS	Projects/ Services	Sept 2016 Oct 2016 Apr 2017 Apr 2017	→ Shelters identified and relocation plan created. Currently, shelters have signage on them indicating that they are no longer served.	X X

Underlined text indicates changes since last report.

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
Replace Shelters Past Useful Life That Are On Current Routes	<ul style="list-style-type: none"> Identify shelters Award contract Install 	AS	Projects/ Services	Nov 2016 Apr 2017 Jun 2017	→ Shelters being identified. Current plan in Livermore, where most shelters past useful life are located, is to replace them with metro style shelters to accommodate artwork.	X
Rehabilitate Rapid Benches (wood)	<ul style="list-style-type: none"> Award contract Finish project 	AS	Projects/ Services	Apr 2017 Jun 2017	→There are 55 wood benches that need to be stained and clear coat applied. Working on bid specifications.	
Rehabilitate Rapid Shelters And Signage With Rust	<ul style="list-style-type: none"> Award contract Finish Contract 	AS	Projects/ Services	<u>Apr 2017</u> <u>Jun 2017</u>	→Correct rust issues on Rapid shelters and monument signage. This project moved into bid for other bus stop improvements.	
Purchase and Install Light Kits	<ul style="list-style-type: none"> Identify shelters in need of light kits Delivery of light kits Complete Installation of light kits 	AS	Projects/ Services	Nov 2016 Feb 2017 Apr 2017	→Procurement done. February delivery for a Feb and Mar install.	X

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

Strategies (those highlighted in bold indicate highest Board priority)

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

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

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
Plan For TOD Project at Livermore Transit Center	<ul style="list-style-type: none"> • Tour of TC area by Projects and Services Committee • Apply for planning grant jointly with City 	PM	Projects/ Services		→Project on hold due to work loads.	
Historic Train Depot Relocation at Livermore Transit Center	<ul style="list-style-type: none"> • City Award of Project • Demo of TC Customers Service Buildings • Finish Relocation/Renovation 	PM	Projects/ Services	Jan 2017 Apr 2017 Feb 2018	→ FTA clearance given to demo current building. Amendment #1 to be considered by the Board in January. <u>Bids received by City. City Council awarded contract. Anticipate temporary facility being installed in 8-10 weeks.</u>	
Rehab of Shade Structure and Replacement of Furniture at Livermore Transit Center. Rehab of Custom Shelter adjacent to Livermore TC next to Parking Garage.	<ul style="list-style-type: none"> • Obtain a cost estimate for painting the shade structure and customer shelter • Obtain cost estimate for replacement of furniture • Bid Project • Project Completion 	PM	Projects/ Services	Feb 2017 Feb 2017 Sept 2017 Jan 2018	→In project planning stages.	
<p>Goal: Regional Leadership</p> <p>Strategies (those highlighted in bold indicate highest Board priority)</p> <ol style="list-style-type: none"> 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 by Working Group 	ED	Projects/ Services	Dec 2016 Feb 2017	→ Executive on board. Strategic planning initiated at Jan 11 th meeting. <u>To continue in March meeting</u>	X
2017 Legislative Plan	<ul style="list-style-type: none"> Research on common issues within regional planning agencies and transit agencies Creation of 2017 Legislative Plan and review/approval by the Board and provide support for key legislation. 	Exec Dir	Finance/ Admin	Feb 2017 Feb 2017	→ Research being done on emerging priorities at local, state and federal level. 2017 Legislative Plan approved by board in February.	X X
State Legislation to Approve SAV Project in Dublin	<ul style="list-style-type: none"> Staff working with CCTA lobbyist to determine timing of legislation to allow SAV demonstration project in Dublin. Also, who will introduce legislation being discussed. 	Exec Dir	Finance/ Admin	Feb 2017	→ Entering into discussions with CCTA lobbyist. Legislation to allow testing of SAVs supported by MTC. <u>AB1444 introduced in February.</u>	
State Legislation to Approve Bus On Shoulder	<ul style="list-style-type: none"> Staff working CTA and transit agencies in area on this legislation. 	Exec Dir	Finance/ Admin	Feb 2017	→ Discussions with MTC, CTA and others ongoing.	

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

Strategies (those highlighted in bold indicate highest Board priority)

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

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

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

Strategies (those highlighted in bold indicate highest Board priority)

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

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
FY16 Comprehensive Annual Financial Report	<ul style="list-style-type: none"> Complete financial audit and all required reporting to Board, local, regional and state agencies. 	DA	Finance/ Admin	Dec 2016	→ Audit completed in Sept 2016. Final presentations to Board in Nov 2016.	X
Other:						
Transit Center Concrete Project In Bus Driving Isle	<ul style="list-style-type: none"> Perform demo of asphalt and construction of concrete in driving isle. 	PM	Projects/ Services	Apr 2017	→ Utilizing City concrete contract. Asphalt to be removed and construction completed in April of 2017. This project to tie in closely with Historic Depot Relocation project. Awaiting pre-construction meeting with contractor to establish timeline.	X
Administrative Offices Asphalt and ADA Project	<ul style="list-style-type: none"> Award Contract Finish Improvements 	PM	Projects/ Services	<u>Mar 2017</u> <u>May 2017</u>	→ Contractor to be selected by Board in <u>March.</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>
SAV Project	<ul style="list-style-type: none"> Acquire funding to begin project Acquire legislation to test SAVs. Purchase SAVs for testing. 	PD	Projects/ Services	Oct 2016 Dec 2017 Feb 2018	→ AQMD awarded LAVTA \$1 million over 3 years in funding in exchange for advertising. Governor signed legislation that will allow Bishop Ranch testing of SAVs. Staff is meeting with Dublin City staff and attending regular consortium meetings, and is working on next steps. <u>LAVTA Board received a presentation on this project and next steps at Feb meeting.</u>	X
Replace Steam Bay Lift	<ul style="list-style-type: none"> Quotes/Award of Project Complete install 	DA	Projects/ Services	Nov 2016 Feb 2017	→ The bus lift in the steam room used to clean engines and undercarriage of buses recently failed. It is past its useful life and staff is evaluating budget to replace. Board awarded purchase of lift in January. <u>Install scheduled for March. Project on target.</u>	X
2017 Gillig Bus Purchase (20 buses)	<ul style="list-style-type: none"> Award contract for bus purchase Delivery of buses 	DA	Projects/ Services	Sept 2016 May 2017	→ Board approved contract with Gillig for future bus purchases. Delivery date in May & August from new Gillig factory.	X

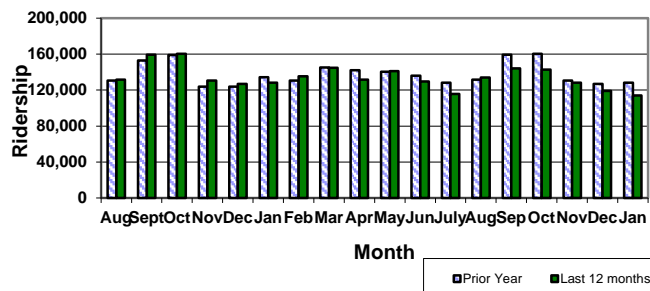
Monthly Summary Statistics for Wheels

January 2017

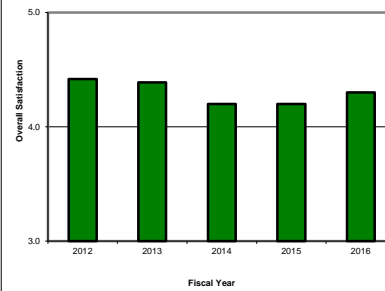
FIXED ROUTE

	January 2017			% change from one year ago		
Total Ridership FY 2017 To Date	897,889			-7.1%		
Total Ridership For Month	113,875			-11.1%		
Fully Allocated Cost per Passenger	\$9.53			17.8%		
	Weekday	Saturday	Sunday	Weekday	Saturday	Sunday
Average Daily Ridership	5,002	1,512	1,100	-12.9%	-21.9%	-10.9%
Passengers Per Hour	11.9	9.8	7.2	-9.8%	-5.4%	-33.4%
	January 2017			% change from last month		
On Time Performance	83.5%			2.8%		

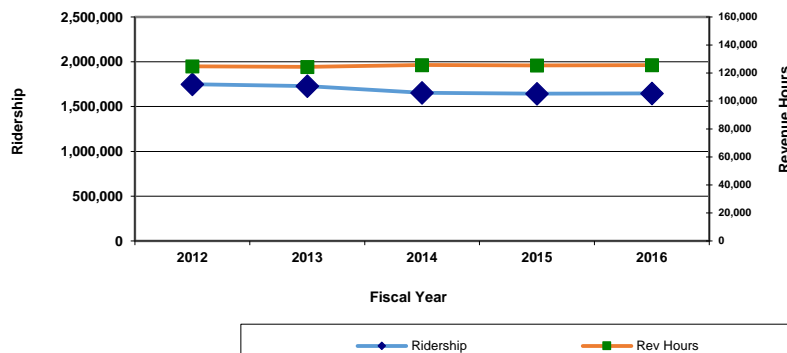
Monthly Unlinked Boardings and Revenue Hours
Last 24 Months



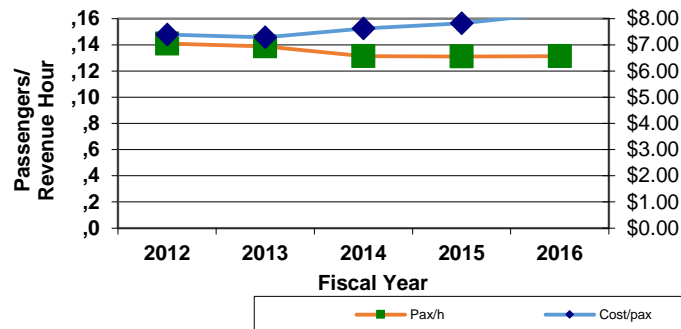
Historical Customer Service
Survey Results



Annual Unlinked Boardings and Revenue Hours
FY2012-2016



Full Cost Per Passenger and Passenger Per Hour
FY2012-2016



Monthly Summary Statistics for Wheels

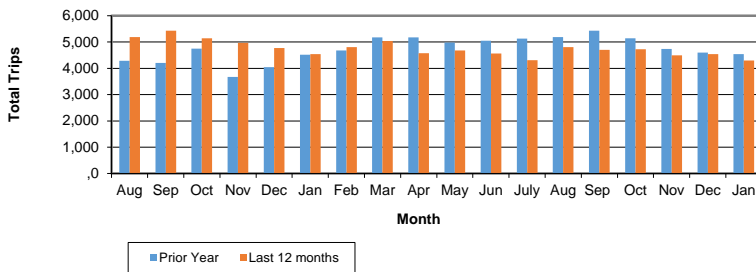
January 2017

PARATRANSIT

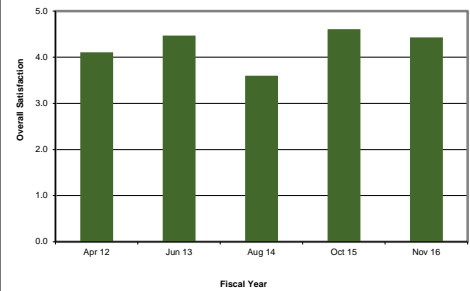
General Statistics	January 2017	% Change from last year	Year to Date
Total Monthly Passengers	4,301	-5.3%	31,883
Average Passengers Per Hour	2.00	25.0%	
On Time Performance	97.8%	0.0%	
Cost per Trip	\$32.51	0.0%	33
Number of Paratransit Applications	20	-31.0%	271
Calls Answered in <1 Minute	85.08%	-10.8%	1

Missed Services Summary	January 2017	Year to Date
1st Sanction - Phone Call	6	50
2nd Sanction - Written Letter	1	4
3rd Sanction - 15 Day Suspension	1	3
4th Sanction - 30 Day Suspension	1	1
5th Sanction - 60 Day Suspension	0	0
6th Sanction - 90 Day Suspension	0	0

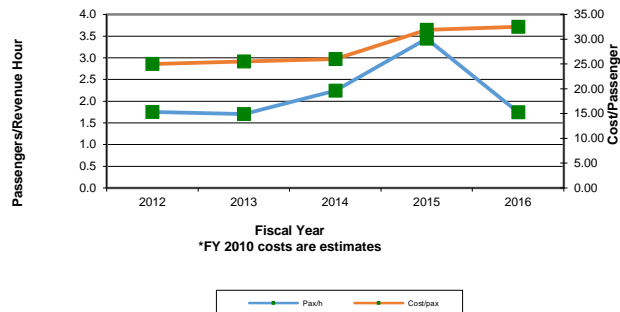
Paratransit Monthly Unlinked Boardings, Last 24 Months



Historical Customer Service Survey Results



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



Monthly Summary Statistics for Wheels

January 2017

SAFETY								
ACCIDENT DATA	January 2017				Fiscal Year to Date			
	Fixed Route		Paratransit		Fixed Route		Paratransit	
Total	1		1		19		3	
Preventable	0		0		9		0	
Non-Preventable	1		1		10		3	
Physical Damage								
Major	0		0		0		0	
Minor	1		1		19		2	
Bodily Injury								
Yes	0		1		2		1	
No	1		0		17		2	
MONTHLY CLAIMS ACTIVITY	Totals							
Amount Paid								
This Month	\$8,650.11							
To Date This Fiscal Year	\$94,289.40							
Budget	\$100,000.00							
% Expended	94%							
CUSTOMER SERVICE - ADMINISTRATION								
CATEGORY	Number of Requests							
	January 2017	Year To Date						
Praise		3						
Bus Stop	4	22						
Incident		1						
Trip Planning	1	9						
Fares/Tickets/Passes	1	5						
Route/Schedule Planning	11	125						
Marketing/Website		24						
ADA	3	5						
TOTAL	20	194						
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	1			9				1
Safety		5	2	2			1	0
Driver/Dispatch Courtesy	1	1		4			1	0
Early	9			29				0
Late	4	2		63				2
No Show	3		1	20				0
Incident			1	1				0
Driver/Dispatch Training		2		6			1	1
Maintenance		1		4				0
Bypass	7	4	1	16				0
TOTAL	24	15	5	145	0	0	3	3
Valid Complaints								
Per 10,000 riders	2.11							
Per 1,000 riders					0.00			

LAVTA COMMITTEE ITEMS - March 2017 - July 2017

Finance & Administration Committee

March	Action	Info
Minutes	X	
Treasurers Report	X	
April	Action	Info
Minutes	X	
Treasurers Report	X	
Funding Resolutions - TDA, STA, RM2, Measure B, BB	X	
May	Action	Info
Minutes	X	
Treasurers Report	X	
Quarterly Budget & Grants Report		X
Annual Org Review (Maybe in June)	X	
June	Action	Info
Minutes	X	
Treasurers Report	X	
LAIF	X	
Budget - final	X	
Legal Contract	X	
July	Action	Info
Minutes	X	
Treasurers Report	X	
*Typically July committee meetings are cancelled		
FTA Funding Resolutions 5307, 5309, and 5311	X	

LAVTA COMMITTEE ITEMS - March 2017 - July 2017

Projects & Services Committee

March

	Action	Info
Minutes	X	
Draft Fare Study Recommendations	X	
Draft Fall 2017 Service Changes	X	

April

	Action	Info
Minutes	X	
Final Fare Study Recommendations	X	
Final Fall 2017 Service Changes	X	
Tri-Valley Park-and-Ride Study		X

May

	Action	Info
Minutes	X	
Quarterly Operations		X
Draft Long Range Transit Plan		X

June

	Action	Info
Minutes	X	
WAAC Appointments	X	
Marketing Work Plan	X	
Final Long Range Transit Plan	X	
Customer Satisfaction Survey	X	

July

	Action	Info
Minutes	X	

*Typically July committee meetings are cancelled

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

STAFF REPORT

SUBJECT: FY 2017 2nd Quarter Report – Operations

FROM: Christy Wegener, Director of Planning & Operations

DATE: February 27, 2017

Action Requested

This is an informational item.

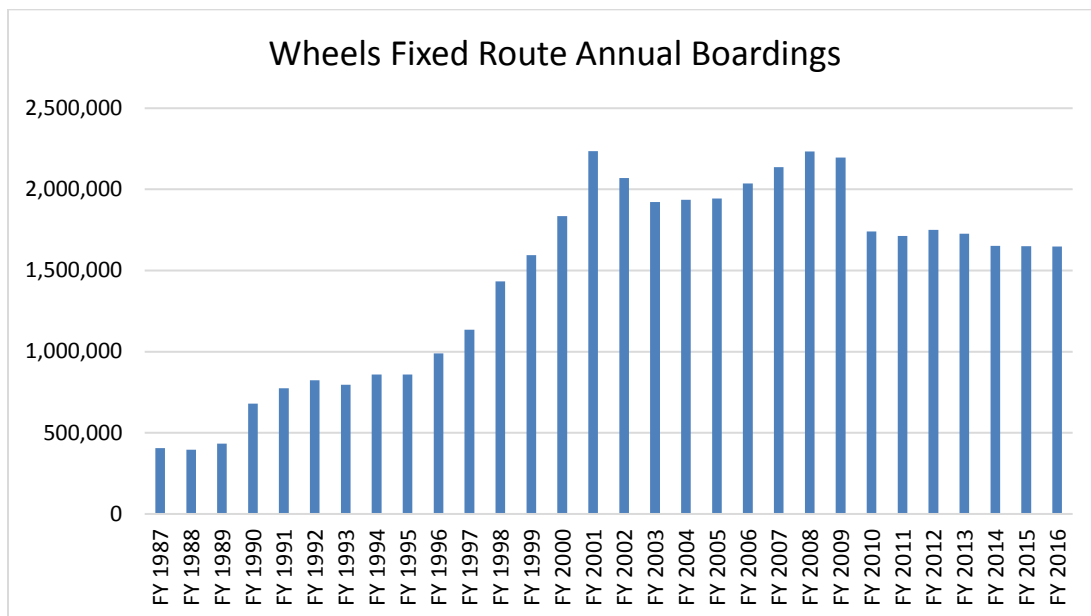
Background

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

Discussion

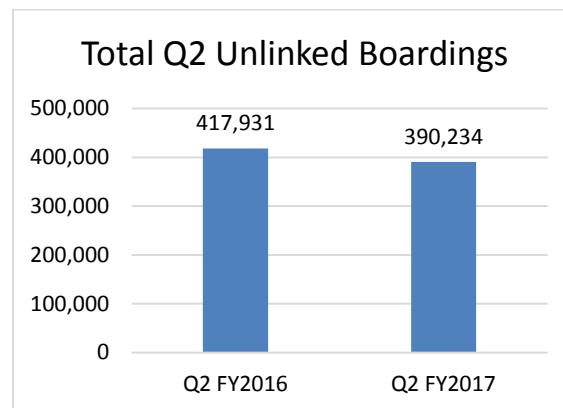
Fixed Route

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

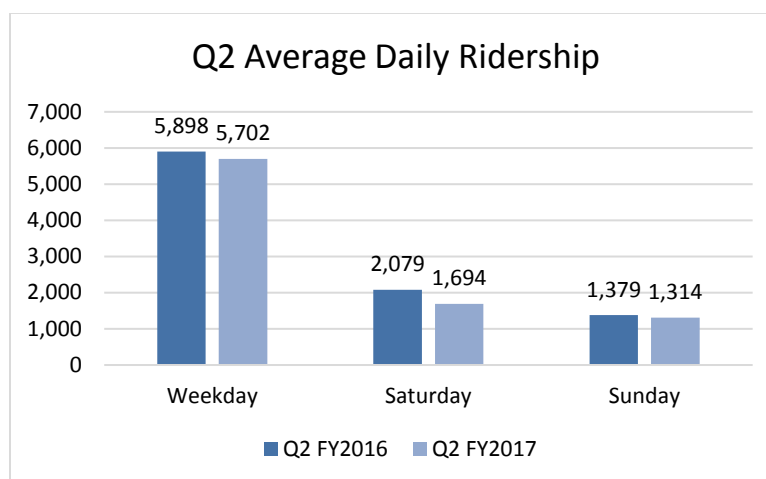


The second quarter (Q2, October thru December 2016) of the fiscal year FY2017, was the first full quarter of operating the substantially revised service that was implemented following the Comprehensive Operational Analysis (COA) study. Although the intent of the COA-related changes was to help grow ridership in the medium/long-term, it was expected that ridership would fall initially, as a portion of existing riders were adversely impacted by the changes and exited the system. This appears to have indeed materialized: Systemwide ridership of the Wheels service decreased by 6.6 percent during Q2 compared with the same quarter of last year.

The chart below displays this trend and shows the total amount of boardings for Q2 of this year, compared with the same quarter of last year. A total of 390,234 Q2 boardings were seen this year, compared with 417,931 boardings from Q2 of last year.



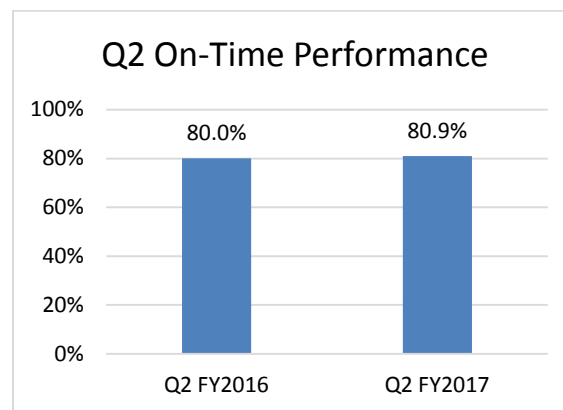
The next chart shows the ridership breakdown by average boardings per service day during the quarter, mirroring the trend of the quarter overall, with average weekday ridership decreasing from 5,898 to 5,702. The COA changes - which effectively reduced Saturday service and increased Sunday service by merging the two schedules - also appear to be reflected in the weekend ridership trends. Saturday ridership fell substantially from 2,079 to 1,694, while Sundays held a little steadier at 1,379 vs. 1,314, compared to a year earlier.



Ridership trends at the individual route level were somewhat mixed but also mostly followed the overall downward trend of the quarter: The main exception was the realigned Route 30R, which saw a ridership increase in the order of 28 percent, and a weekday productivity (boardings per vehicle revenue hour) increase of approximately 8 percent. Among other main service, routes 3, 11, and 14 also saw increases in ridership, but all other mainlines – including the trunk 10R route - were down by various degrees compared to the same period of last year.

The supplemental (school tripper) routes - although mixed at the individual route level - generally did well, with year-on-year boarding increases for the quarter of 5 and 15 percent for Pleasanton and Dublin, respectively.

On-time performance (OTP) increased slightly compared with same quarter of the previous year, ending at 80.9%. Within the quarter, the highest OTP monthly percentage was observed in November, with a reading of 81.5%.

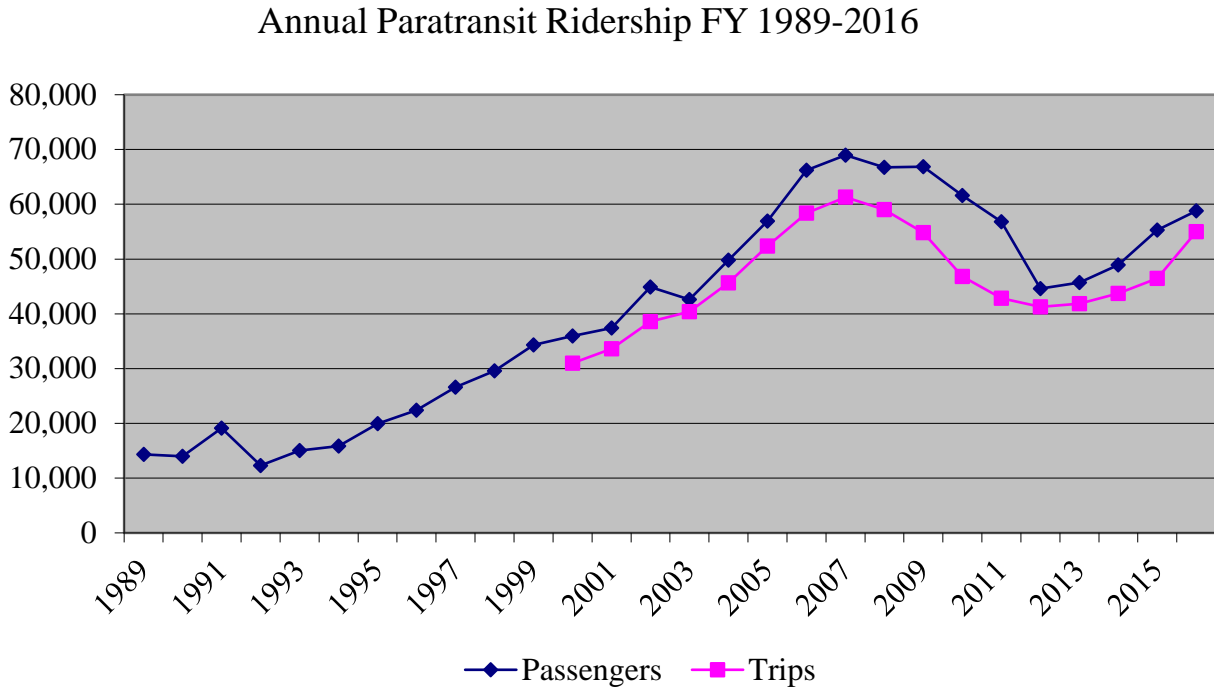


Among the large trunk routes – which contribute the most to systemwide OTP because they have the most total timepoint crossings – the 10R took a dip after the COA changes and saw less than the systemwide average on-time at 77.6%, while the 30R was on time at a rate above the average at 85.1% OTP. Among other route-level highlights, the 14 continued to see on-time issues, and finished the quarter at 71.6%.

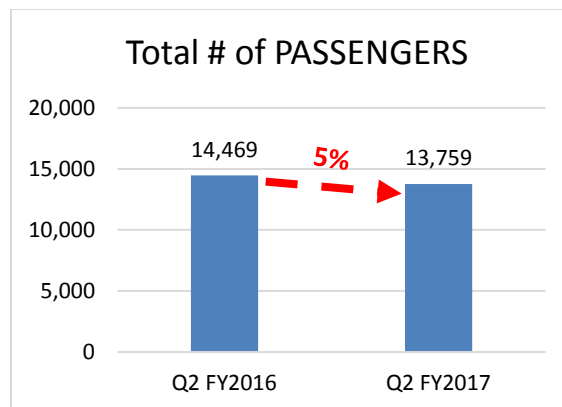
It should be noted that a re-timed 10R weekday schedule was put in place on January 17, 2017, which, at the time of writing, has helped bring its OTP to date above 80%. In conjunction with the fall 2017 signup, Staff is also planning to address, among other things, the OTP issues surrounding Route 14.

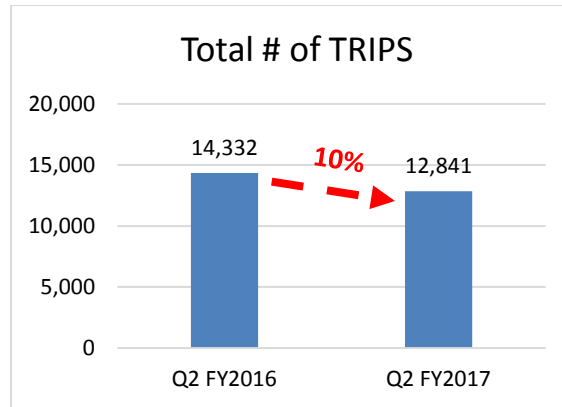
Paratransit

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

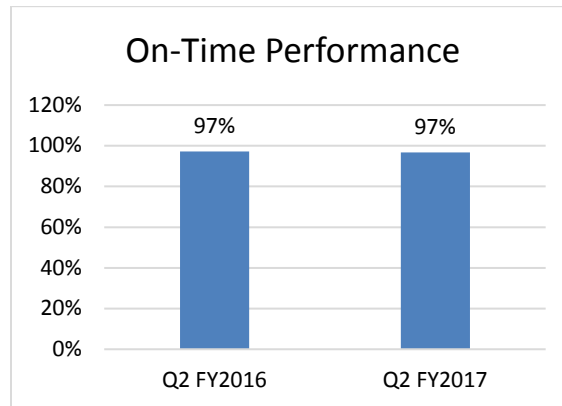


The trend of decreasing ridership continues in the second quarter of the current fiscal year. The FY2017 Q2 the total number of passengers served on paratransit, which includes personal care attendants (PCAs) and companions, decreased by 5% from 14,469 to down to 13,759 when compared to the same three months the year prior. The number of trips during the same time period decreased by 10% from 14,332 to 12,841, as the two charts below illustrate. LAVTA pays the contractor on the per trip bases.





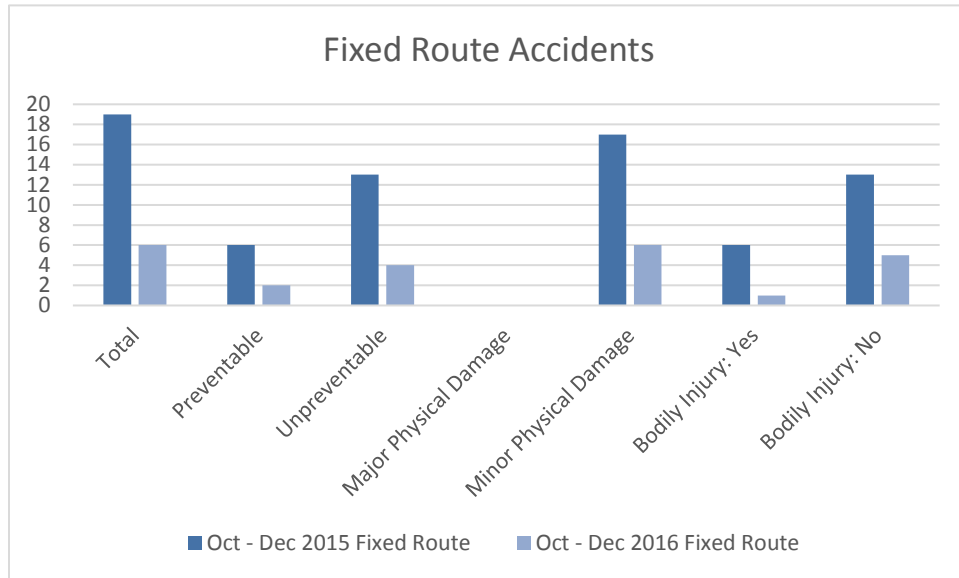
On-time performance (OTP) has remained high at 97% both in Q2, FY17 and F2, FY16. The OTP performance standard is 95%.



Accidents/Incidents

Fixed Route

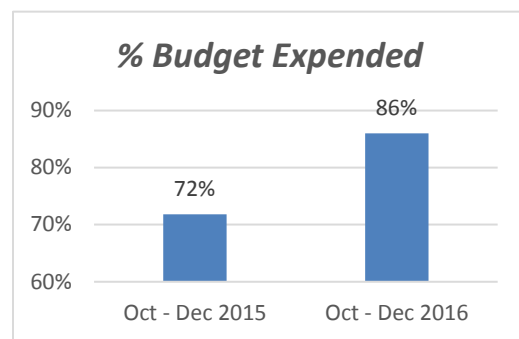
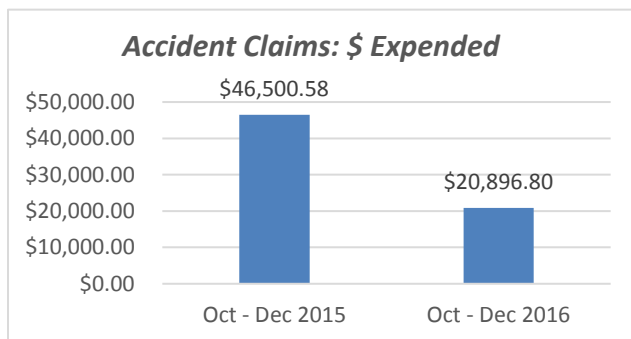
Noted in the figure below for Fixed Route Accidents, in the second quarter, there have been six (6) reportable accidents/incidents on the fixed route system, two (2) of which were determined to be preventable, and four (4) deemed non-preventable. None of the accidents resulted in major damage, and six (6) resulted in minor or no damage to the vehicles (only fixed route are LAVTA owned vehicles). One of the fixed route accidents resulted in bodily injury. Staff continues to work with the operations contractor to identify trends in preventable accidents. Notably, as of January 28th, fixed route operators had completed 100 days without a preventable accident.



Many contractor-operated transportation companies use 1 preventable accident per 100,000 total miles in fixed route service as a goal. Looking at preventable accidents per 100,000 total miles, MV comes in at 1.07 for a 12-month rolling period from December 1, 2015 – December 31, 2016. (This is a metric that was not included in this report prior to Q2 FY16)

Claims Activity

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



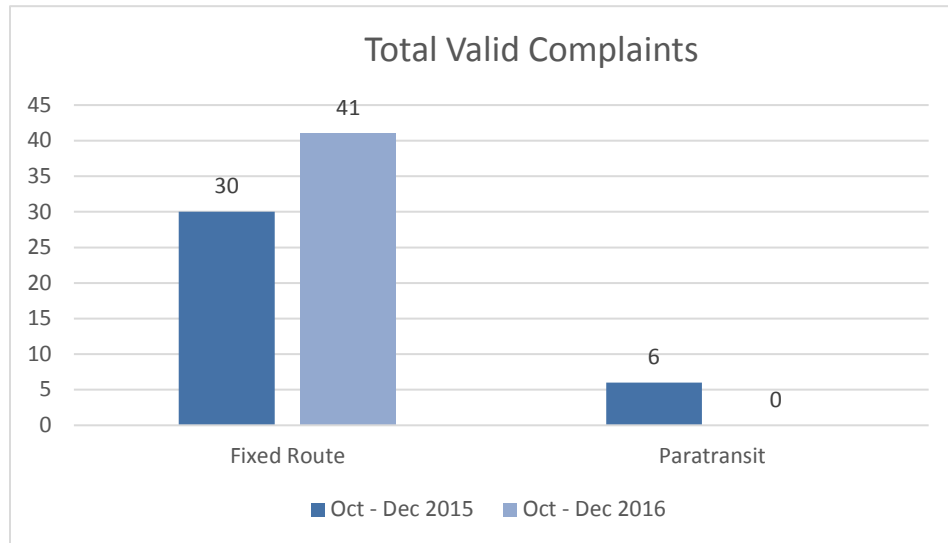
Accidents/Incidents

Paratransit

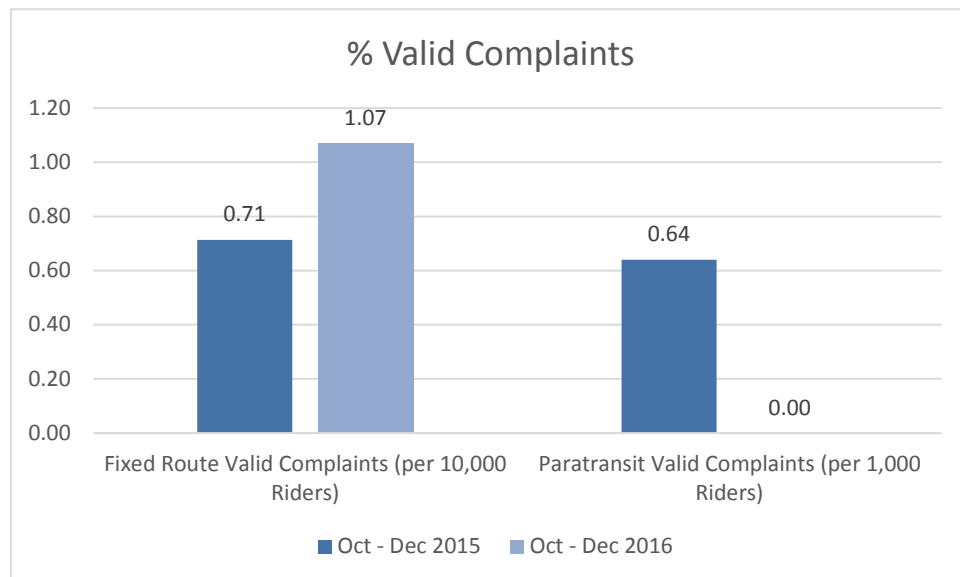
In the second quarter there were two (2) paratransit accident/incidents compared to one (1) paratransit accidents/incidents last year.

Customer Service

Customer Service staff processed a total of 140 customer requests for Q2 FY16 and a total of 168 for Q2 FY17; the increase is related to the COA service changes and operational issues. LAVTA's Service Quality Standards Index, a measurement of performance for fixed route and paratransit service providers, tracks the number of **valid** complaints for both fixed route and paratransit service, as noted for the quarter in the chart below.



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



Comparing the total valid complaints from FY16 and FY17, the number for fixed route has increased and staff continues to work with the fixed route contractor in the Fixed Route Task Force meetings held every other week, which allow for timely recognition of trends, and increased attention to the Customer Oversight Program which provides for assigning points to operators for valid complaints. The top valid complaints for fixed route for this quarter are in the areas of “late” (14 complaints), “early” (12 complaints), and both “no show” and “bypass” (5 complaints each).

The paratransit valid complaints decreased from this quarter last year. Staff and the contractor continue to work together in the Paratransit Task Force meetings to ensure that the complaints are dealt with timely, with zero (0) valid complaints.

Next Steps

None

Recommendation

None – information only.

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

STAFF REPORT

SUBJECT: On-Time Performance Update

FROM: Christy Wegener, Director of Planning and Operations

DATE: February 27, 2017

Action Requested

None – Information Only

Background

LAVTA staff have been aggressively focused on achieving system-wide On-Time Performance (OTP) of 85% or greater. This is an update on efforts currently underway and a status on January OTP.

Discussion

When the LAVTA Board adopted the Agency's Short Range Transit Plan in May 2016, the system-wide OTP goal was established at 85%. 85% is a realistic and achievable metric that the Agency feels confident can be attained in the short term. When the Comprehensive Operational Analysis (COA) changes were implemented in August 2016, the system-wide OTP was about 79-80%. As a reminder, OTP is measured at every time point crossing in the system –close to 3,000 time point crossings per day. Route level OTP post-COA implementation, from September 2016 through January 2017, is included as Attachment 1. As you can see, the majority of the routes have seen increases in OTP since the changes were introduced in August.

Several schedule adjustments, including some major changes to the Route 10R schedule, were implemented in January 2017. Plans for additional schedule adjustments to Route 14 are scheduled for implementation this summer.

BART Connectivity Challenge

The COA Market Analysis report identified current BART riders as the key target marketing for "choice ridership"; second to that were millennial riders going to Las Positas College. With the new bus system in place, and with the focus on attracting the choice rider who will be less tolerant of late buses and/or missed connections, there arose a conflict between achieving high system-wide OTP and ensuring connectivity to BART.

One of the most common complaints heard since the route changes were implemented was that riders were missing their afternoon/evening connections to the buses at BART due to late

arriving BART trains. The bus schedules are built around the BART schedule, allowing 6-8 minutes between a bus's scheduled arrival/departure and the BART train scheduled arrival/departure. In the morning, BART trains typically leave on-time; if they are late, passengers are already on the platform waiting for the train. However, in the afternoon, if BART trains arrive late, the buses may have already left, which leads to rider frustration and missed connections. Staff reached out to BART scheduling staff who indicated that, on average, trains are arriving about 1-2 minutes late at the Dublin/Pleasanton Station. In the 5-6pm hour, trains arrive on average 3-4.5 minutes late.

In January 2017, to respond to the complaints, staff initiated a policy where in the afternoons from approximately 4:30-6:00p, buses are to hold up to 6 minutes at BART for late-arriving trains. While great for passengers, holding up to 6 minutes can have a significant impact on OTP. Staff has completed some analysis, and when Route 10R holds at BART in the afternoon peak periods, it reduces that route's OTP by 2-5%, and it can drag down the system-wide OTP by 1%.

For all future schedules, staff will be looking at a working policy of bus departures 10-minutes after the BART train's scheduled arrival. This may not eliminate the need to hold for extremely-late arriving trains from time to time, but it should accommodate trains that are regularly arriving a few minutes late. Once BART makes adjustments to the train schedule later this year, staff will look at another adjustment of the Wheels bus schedules to ensure proper connectivity.

Recommendation

None – Information only.

Attachments:

1. Post-COA OTP Chart

ROUTE-LEVEL OTP**TREND**

**September 2016 thru January
2017**

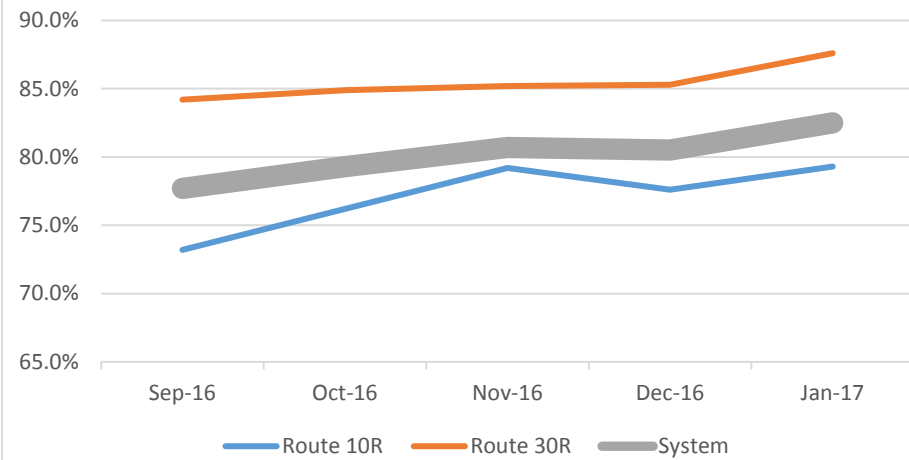
	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17
Route 1	90.5%	91.9%	91.2%	90.7%	88.5%
Route 2	84.8%	87.4%	86.7%	91.5%	91.3%
Route 3	80.6%	81.0%	82.7%	86.5%	83.2%
Route 8	80.8%	81.5%	81.9%	81.6%	82.8%
Route 10R	73.2%	76.2%	79.2%	77.6%	79.3%
Route 11	82.2%	83.3%	84.2%	92.0%	93.4%
Route 14	66.4%	70.6%	73.2%	71.1%	72.6%
Route 15	79.2%	80.0%	79.9%	78.6%	85.1%
Route 20X	93.5%	92.8%	90.8%	93.4%	100.0%
Route 30R	84.2%	84.9%	85.2%	85.3%	87.6%
Route 53*	92.2%	86.7%	88.2%	85.7%	88.2%
Route 54*	89.0%	85.1%	92.7%	89.6%	78.8%
Route 70X**	47.6%	52.1%	41.6%	42.6%	45.7%
Route 580X	91.5%	94.7%	95.1%	95.7%	97.9%
System	77.7%	79.3%	80.7%	80.5%	82.5%

*Buses hold for

late ACE trains

**Data unreliable

Sample Chart (Rts 10, 30, System)



AGENDA

ITEM 6

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

STAFF REPORT

SUBJECT: Mid-Year Budget Update

FROM: Tamara Edwards, Finance & Grants Manager

DATE: March 6, 2017

Action Requested

Review the FY17 Mid-Year Budget Update.

Discussion

The Board of Directors requested mid-year updates of the budget, based on any significant changes for both revenues and expenses. This report will encompass any changes between the time the budget was approved and December 2016 with an analysis of the net effects to the projected reserve balance.

Budget

		Amount from analysis in FY 17 budget	Updated numbers (sources for updates are from the FY 16 CAFR and MTC revenue forecast updates, and additional grant revenues approved)	Difference
a	Projected Reserves at June 30, 2016	\$9,589,812	\$13,668,747	\$4,078,935
b	FY 17 apportionment	\$9,304,213	\$9,778,570	\$474,357
c	TDA funds available for allocation (a+b)	\$18,894,025	\$23,447,317	\$4,553,292
d	FY 17 operating request	\$9,325,974	\$9,325,974	\$0
e	FY 17 capital request	\$180,000	\$180,000	\$0
f	TDA Request for allocation (d+e)	\$9,505,974	\$9,505,974	\$0
Projection for Reserve at June 30, 2017				
TDA Reserves				

g	Reserves at June 30, 2016 (c-f)	\$9,388,051	\$13,941,343	\$4,553,292
h	Expiring Capital Allocations	\$0	\$0	\$0
i	FY 16 Due to LTF*	\$746,336	-\$2,367,734	\$3,114,070
j	FY 15 Due to LTF*	\$2,916,887	\$8,234,284	\$5,317,397
l	Total TDA Reserves (g+h+i+j)	\$13,051,274	\$19,807,893	\$6,756,619
STA Reserves				
m	Population based STA reserves at June 30,2016	\$700,785	\$688,319	-\$12,466
n	FY 17 apportionment	\$710,627	\$604,691	-\$105,936
o	Request for allocation	\$700,785	\$700,785	\$0
p	Reserves at June 30, 2016 (m+n-o)	\$710,627	\$592,225	-\$118,402
q	Revenue based STA reserves at June 30, 2016	\$198,453	\$194,782	-\$3,671
r	FY 17 apportionment	\$218,656	\$177,130	-\$41,526
s	Request for allocation	\$198,453	\$198,154	-\$299
t	Reserves at June 30, 2016 (q+r-s)	\$218,656	\$173,758	-\$44,898
u				
v	Total STA reserves (p+t)	\$929,283	\$765,983	-\$163,300
w	Total Reserves at June 30,2016 (k+t)	\$13,980,557	\$20,573,876	\$6,593,319

i*	* FY 17 Due to LTF		
	Additional funding (revenue) approved after the FY 17 budget cycle		
		0	\$0
		0	\$0
		0	\$0
	Total Revenue Increase (i)		\$0

The change in the anticipated reserve balance from the original number reported with the budget can be primarily attributed to the increase in the amount due to the Local Transportation Fund (LTF) (over the original projections), The increase in the amount due to LTF is made up of the difference between budgeted expenses and actual expenses (actuals were lower than budget for FY16), and the difference between expected revenues and actual revenues (which were higher in FY16 due to additional grants received during the year). The decrease in the anticipated STA funds is due to the decrease in diesel fuel prices. STA revenues are based on sales tax and as the price of diesel fuel drops so does the STA revenues, however, with the price of diesel fuel decreasing staff expects the fuel expenses for FY 17 to come in under budget.

Recommendation

None – Information only.

Approved: _____

AGENDA

ITEM 7

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

STAFF REPORT

SUBJECT: LAVTA Dublin Blvd. Field Elements Construction Project

FROM: Tamara Edwards, Finance and Grants Manager

DATE: March 6, 2017

Action Requested

Award the contract for the LAVTA Dublin Boulevard Field Elements Construction Project to St. Francis Electric, LLC for \$399,792. Authorize contingency in the amount of \$39,979.20 to be used at the Executive Director's discretion. Authorize the Executive Director to execute an agreement with St. Francis Electric, LLC, and issue the Notice to Proceed.

Background

This project is a cooperative endeavor between the Metropolitan Transportation Commission (MTC), LAVTA, and the City of Dublin under the Transit Performance Initiative regional grant program. LAVTA's Procurement Policy mandates the Authority follow a competitive procurement process for award of major contracts. On January 26, 2017, LAVTA released an Invitation for Bids (IFB) for LAVTA Dublin Boulevard Field Elements Construction Project #2017-02, for qualified contractors to provide installation of various ITS field elements, including transit vehicle Queue Jumping equipment, along Dublin Boulevard, between San Ramon Road and Tassajara Road in the City of Dublin. Written Questions or Requests were due on February 7, 2017 at 4:00 p.m, one addendum was issued IFB. The responses to the IFB were due on February 17, 2017.

Discussion

Two proposals were received in accordance with the requirements established in the IFB. The responding firms were:

Company Name	Location	Grand Total Amount
St. Francis Electric, LLC.	San Leandro, Ca	\$399,792.00
Tennyson Electric Inc.	Livermore, Ca	\$504,423.00

St. Francis Electric, LLC. submitted the lowest bid and was found to be responsive and responsible by Legal Counsel and staff. This project is due to be completed within 30 calendar days from Notice to Proceed (NTP).

Budget

A cost analysis was conducted by staff and staff has determined that the bid is both reasonable and fair, and within the budget of the grant.

The project budget is \$439,771.20 and consists of the contract award of \$399,792 and a 10% project contingency of \$39,979.20.

Next Steps

Upon execution of the agreement with St. Francis Electric, LLC LAVTA will issue the NTP.

Recommendation

Staff recommends that the Board: (1) award a contract to St. Francis Electric, LLC, the lowest responsive and responsible bidder for the LAVTA Dublin Blvd. Field Elements Construction Project #2017-02, for a total contract award of \$399,792.00; (2) authorize the Executive Director to sign the contract and issue an NTP to St. Francis Electric, LLC; and (3) approve a 10% project contingency of \$39,979.20 to be used at the discretion of the Executive Director.

Attachments:

1. Resolution 17-2017

Approved: _____

RESOLUTION NO. 17-2017

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
AWARDING THE CONTRACT FOR THE DUBLIN BOULEVARD FIELD
ELEMENTS CONSTRUCTION PROJECT TO ST. FRANCIS ELECTRIC, LLC.**

WHEREAS, the Livermore/Amador Valley Transit Authority (LAVTA) requires the services of a third party contractor to provide installation of various ITS field elements, including transit vehicle Queue Jumping equipment, along Dublin Boulevard, between San Ramon Road and Tassajara Road in the City of Dublin as described in LAVTA Invitation for Bids (IFB) #2017-02; and

WHEREAS, staff released IFB #2017-02 to solicit bids for the project; and

WHEREAS, two bids were received, and St. Francis Electric, LLC. was determined to be the lowest responsive and responsible bidder based on their submitted bid in the amount of \$399,792.00; and

WHEREAS, staff recommends that the Board of Directors award the contract for the Dublin Boulevard Field Elements Construction Project to St. Francis Electric, LLC. in the not to exceed amount of \$399,792.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors hereby awards the contract for the Dublin Boulevard Field Elements Construction Project to St. Francis Electric, LLC. in the not to exceed amount of \$399,792.

BE IT FURTHER RESOLVED that the Executive Director is authorized to execute a contract with St. Francis Electric, LLC. 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 \$39,979.20.

PASSED AND ADOPTED this 6th day of March 2017.

Steven Spedowfski, Chair

ATTEST:

Michael Tree, Executive Director

APPROVED AS TO FORM:

Michael Conneran, Legal Counsel

AGENDA

ITEM 8

STAFF REPORT

SUBJECT: Contract Award for LAVTA Microwave Based Traffic Sensors at Five Signalized Intersections

FROM: Jennifer Yeamans, Senior Grants, Project Management & Contract Specialist

DATE: March 6, 2017

Action Requested

Approve the award of the contract for LAVTA Microwave Based Traffic Sensors at Five Signalized Intersections to Western Pacific Signal, LLC.

Background

LAVTA advertised for proposals from qualified firms to purchase microwave-based intersection control sensors at five signalized intersections along a portion of Dublin Boulevard in the City of Dublin. This project is a cooperative endeavor between the Metropolitan Transportation Commission (MTC) and the City of Dublin under the Transit Performance Initiative regional grant program. The RFP was advertised electronically on LAVTA's website and the RFP announcement was sent via email to a list of potential proposers identified by MTC's technical consultant and City of Dublin staff.

In response to the Request for Proposals (RFP) 2017-03 LAVTA received one proposal, from Western Pacific Signal, LLC.

Discussion

Selected Firm

In order to select a firm to provide the services, one LAVTA staff, one MTC staff, and one City of Dublin staff reviewed and rated the proposal. The proposal was rated on four categories and assigned points (out of 100 total) as noted below.

- Proposer's qualifications and experience: Qualifications of firm; Financial stability and capacity; References - 10 points
- Approach to Scope of Work: Firm's approach to meeting the scope of work, including compliance with all specifications, warranty and product support. Ability to meet the project timeline will also be a key factor - 15 points
- Compatibility of Proposed Product. The ability of the proposed specified product, or approved equivalent product, to function seamlessly with the existing traffic signal equipment - 40 points
- Price: Proposed price of providing the equipment. Price will be evaluated on the basis of the Grand Total Price as indicated on the Price Proposal Form. - 35 points

In reviewing the sole proposal received, all reviewers agreed on the cumulative rating (out of a total 300 points possible) as follows:

Western Pacific Signal, LLC: 244

The proposal was also reviewed by Legal Counsel to ensure that it was responsive and responsible with respect to the requirements.

Budget Considerations

Western Pacific Signal, LLC has proposed the total project price, including applicable sales tax, of \$133,298.38. LAVTA is also requesting approval for a 10% contingency of \$13,329.83, if needed. This proposed pricing is in line with the Independent Cost Estimate LAVTA has for the project. Primary funding for this project is a Congestion Management Air Quality (CMAQ) grant from the FTA and was acquired via a competitive process through MTC. This project is included in the Board-approved FY17 Capital Budget.

Next Steps

Upon award, LAVTA will work with Western Pacific Signal, LLC to execute the contract and then work with MTC, City of Dublin, and Western Pacific Signal to complete the project.

Recommendation

Approve Resolution 16-2017 and award the contract to Western Pacific Signal, LLC to provide Microwave Based Traffic Sensors at Five Signalized Intersections.

Attachment:

1. Resolution 16-2017

Approved: _____

RESOLUTION 16-2017

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
AWARDING MICROWAVE BASED TRAFFIC SENSORS AT FIVE SIGNALIZED
INTERSECTIONS**

WHEREAS, LAVTA desires to obtain Microwave Based Intersection Control Sensors at Five Signalized Intersections along a portion of Dublin Boulevard in the City of Dublin in LAVTA's service area in accordance with its Transit Performance Initiative project awarded by the Metropolitan Transportation Commission; and

WHEREAS, the agency issued a Request for Proposals 2017-03; and

WHEREAS, Western Pacific Signal, LLC responded to LAVTA's request for proposals and submitted a proposal which was selected as a responsive and responsible proposal;

NOW, THEREFORE BE IT RESOLVED, by the Board of Directors of the Livermore Amador Valley Transit Authority that the LAVTA Board approves entering into a contract with Western Pacific Signal, LLC for \$133,298.38 for this project.

BE IT FURTHER RESOLVED that the Board of Directors authorizes the Executive Director to expend a 10% contingency amount not to exceed \$13,329.83.

BE IT FURTHER RESOLVED that the Executive Director is authorized to complete negotiations and execute a contract with Western Pacific Signal, LLC in a form approved by LAVTA's Legal Counsel.

PASSED AND ADOPTED this 6th day of March 2017.

Steven Spedowski, Chair

Attest:

Michael Tree, Executive Director