

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

PROJECTS and SERVICES COMMITTEE MEETING / COMMITTEE OF THE
WHOLE

COMMITTEE MEMBERS

KARLA BROWN – CHAIR

SCOTT HAGGERTY

DAVID HAUBERT - VICE CHAIR

STEVEN SPEDOWFSKI

DATE: Monday, February 23, 2015

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

TIME: 4:00p.m.

MINUTES

1. Call to Order

Committee Chair Karla Brown called the meeting to order at 4:03pm.

Members Present

Karla Brown, Councilmember, City of Pleasanton
Dawn Argula, Chief of Staff, Alameda County
David Haubert, Mayor, City of Dublin
Steven Spedowfski, Councilmember, City of Livermore

Members Absent

Scott Haggerty, Supervisor, Alameda County

2. Meeting Open to Public

None.

3. Minutes of the January 26, 2015 Meeting of the P&S Committee.

Approved: Haubert/Argula
Aye: Haubert, Argula, Brown
No: None
Abstain: Spedowfski

4. FY 2015 2nd Quarter Report – Operations

Staff provided a brief summary and analysis of the Fixed Route and Paratransit

Operations for the 2nd quarter of FY15. The fixed route total boardings show a slight decrease when compared to the same quarter as last year. On-time performance has dropped from 82% to 80% compared to the same quarter last year. Staff explained that both the ridership and on-time performance decrease is most likely due to the unusually rainy weather in the quarter. Paratransit shows total passengers is up and total number of trips are down. The Paratransit On-Time performance is just under 98%, a 2.5% increase over last year's performance. Complaints for fixed route are up with a majority of these due to lateness and safety. Paratransit complaints are down considerably from last year. Last year at this time a different contractor provided the Paratransit services. This item was for information only.

5. Second Quarter 2015 Marketing and Outreach Activities

Staff briefed the Committee on Marketing and Outreach activities performed during the second quarter, October through December, of FY15. The Stuff-A-Bus event was very successful and staff is looking forward to working with Safeway again later this year for another Stuff A Bus event. Social media engagements have increased. A detailed list of all outreach performed during the second quarter was provided as an attachment to the staff report. Staff also highlighted upcoming events and activities for the remainder of FY15. Of the upcoming events, the Committee asked for staff to check with LAVTA's insurance provider as to whether local groups would be able to ride on the buses in the St. Patrick's Day Parade in Dublin. Committee members also discussed outreach to schools, including distributing bus information during mid-year school registration.

6. Comprehensive Operational Analysis Award

The Projects and Services Committee forwards a recommendation to the LAVTA Board of Directors to enter into an agreement with Nelson Nygaard for the completion of the COA; authorize the Executive Director to execute the agreement and issue a Notice to Proceed; and approve a 10% project contingency of \$37,100 to be used at the discretion of the Executive Director for a total project cost not to exceed \$408,098. Resolution 10-2015.

Approved: Argula/Spedowski
Aye: Haubert, Argula, Brown, Spedowski
No: None

The Committee asked that students be incorporated into the outreach for the COA, and that staff work with student leadership groups.

7. Park and Ride Study – Scope

Staff provided a follow up to the interest expressed at the January Projects and Services Committee for staff to study existing and potential service between park-and-ride lots, BART, and ACE stations. Staff found that the Alameda County Transportation Commission (ACTC) has an existing study going on now that may address the interests of the Committee. It's called the Tri-Valley Integrated Park-

and-Ride Study. Released as an RFP on February 11, 2014, the study will take approximately 18 months to complete once it begins. Staff will participate as a technical advisor once the project begins. Dawn Argula asked for staff to report back to the Committee with a list of all the studies presently going on with ACTC, MTC, and LAVTA.

8. Management Action Plan

Michael Tree presented to the Committee the FY2015 Management Action Plan (MAP) stemming from the strategic plan of LAVTA. The goal of the MAP is to assist the Board of Directors and Management in tracking projects. The Committee agreed that it will be a very helpful tool in gauging where projects stand.

9. Preview of Upcoming P&S Committee Agenda Items

Dawn Argula asked that the font be made larger on this document.

10. Next Meeting Date is Scheduled for: March 23, 2015

11. Adjourn

Meeting adjourned at 5:19pm.