

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

BOARD OF DIRECTORS MEETING

DATE: September 12, 2016
PLACE: Diana Lauterbach Room LAVTA Offices
1362 Rutan Court, Suite 100, Livermore CA
TIME: 4:00pm

MINUTES

1. Call to Order and Pledge of Allegiance

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

2. Roll Call of Members

Members Present

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

3. Meeting Open to Public

Robert Allen

Mr. Allen is requesting direct shuttle service from Park-N-Ride to BART during the peak hours during the weekdays connecting with every train. Mr. Allen explained that the ABLÉ commute would save commuters about 40 minutes a day. Mr. Allen provided the Board of Director's with an email regarding the ABLÉ commute and aerial photos. Mr. Allen would like the ABLÉ commute agendaed.

4. July Wheels Accessible Advisory Committee Minutes Report

Laureen Turner, Councilmember, City of Livermore, arrived during the July Wheels Accessible Advisory Committee (WAAC) Minutes Report.

Councilmember Karla Brown asked Herb Hastings if he was advised of LAVTA's potential rebranding. Christy Wegener responded that the WAAC will be advised of the rebranding at the next meeting.

5. Consent Agenda

Recommend approval of all items on Consent Agenda as follows:

A. Minutes of the August 1, 2016 Board of Directors meeting.

B. Treasurer's Report for the month of June 2016 and July 2016

The Board of Directors approved the Preliminary June 2016 and Preliminary July 2016 Treasurer's Report.

C. WAAC Appointment for FY17

The Board of Directors adopted Resolution 32-2016 appointing Helen Buckholz as the Dublin alternate representative and Judith LaMarre as the County of Alameda alternate representative to the Wheels Accessible Advisory Committee (WAAC).

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

Supervisor Scott Haggerty asked if the monies paid for the surplus buses will need to be returned to FTA. Staff indicated that if the sale amount were over \$5,000, it would need to be returned.

The Board of Directors declares as surplus twenty (20) buses, and authorizes their disposal through a method consistent with LAVTA's Policy for Disposition of Surplus Property.

E. Contract Award for LAVTA On-Call Zero Emissions Bus Consulting Services

The Board of Directors approved Resolution 31-2016 authorizing the Executive Director to execute an agreement for the initial contract period of three (3) years from the effective date, with two (2) one year option to be exercised solely at LAVTA's discretion.

Approved: Pentin/Turner

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

No: None

Absent: None

6. Transportation Development Act (TDA) Triennial Performance Audit for the Livermore Amador Valley Transit Authority (LAVTA) Prepared for the Metropolitan Transportation Commission for the Fiscal Years 2013 Through 2015

Staff reported that every three years the Metropolitan Transportation Commission (MTC) conducts an audit on any transit operator receiving Transportation Development Act Article 4 funds. LAVTA is in compliance with the data collection and reporting requirements; However, the accuracy of reported paratransit statistics does not appear to be consistent for the audit period. LAVTA implemented a new industry standard paratransit software system as of April 2016 and fully expects the new system to improve data collection and reporting efforts to ensure accuracy of the data reported. MTC also requested that LAVTA examine causes and prepare a plan for improving on-time performance of the fixed route bus service. LAVTA reported that fixed route On-Time Performance (OTP) has been updated with service standards to a more realistic 85% on-time service goal and has just implemented significant route changes as part of

the Comprehensive Operational Analysis (COA) that will improve system wide on-time performance.

Councilmember Karla Brown noted that the Project and Services Committee asked questions regarding the report and reiterated those questions for the Board. Councilmember Karla Brown asked if LAVTA is concerned that they were overcharged by MTM based on the data ridership collected. Staff reported that we did not overpay MTM.

Councilmember Karla Brown asked Executive Director Michael Tree to comment regarding if the Board gave full approval for the on-time performance that has always been at 90% to be adjusted to 85%. Executive Director Michael Tree addressed the on-time performance being adjusted to 85% and stated that staff knows this is an issue, but this was approved by the Board when Nelson Nygaard assisted with the system standards moving forward. Executive Director Michael Tree explained that this can be re-evaluated in the future, if needed for adjustments. Supervisor Scott Haggerty commented that he feels LAVTA's OTP should be closer to 95%. Mayor David Haubert would like school routes to be on-time and a priority for consistency. Christy Wegener addressed the Board regarding good news. The 30R is hitting the upper 80s for OTP and is a 10% improvement. Christy Wegener explained that we are making adjustments to help OTP. Christy Wegener noted that in October/November staff will give a report on OTP and other data, since the route changes have been implemented.

The Board of Directors accepted the TDA Performance Audit Report for Fiscal Years 2013-2015.

Approved: Turner/Biddle

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

No: None

Absent: None

7. Contract Award for LAVTA Purchase and Delivery of Heavy-Duty Buses

Staff reported that LAVTA issued a Request for Proposals (RFP) in December 2015 for Heavy Duty Buses. LAVTA was approached by eight other transit agencies with a need for the procurement of heavy duty buses. LAVTA received four proposals with one firm providing Category 1 buses and 3 providing Category 2 buses. The Proposal submitted by Gillig LLC was the only proposal submitted for Category 1, but was determined by the Evaluation Committee and LAVTA legal counsel, to meet all of the factors set forth in the RFP. LAVTA was not awarded grant funding and does not have an alternative funding source for Category 2 buses at this time. LAVTA will not move forward with a recommendation to award a contract for Category 2 vehicles.

Staff did receive a letter from Los Angeles Department of Transportation (LADOT) requesting that LAVTA select Category 2 buses, due to putting LADOT in a difficult position with their funding partners as well as set them back ten months to start a new procurement. Michael Conneran addresses the BOARD regarding LADOT's request. Michael Conneran said that staff decided that there is no need for Category 2 buses at this time, so we would not award that contract. Michael Conneran said staff will take a further look to see if we can assist LADOT. LAVTA's perspective is we will not disadvantage our agency in order to accommodate another agency. Michael Conneran explained that we will help LADOT if we can. LAVTA will reach

out to LADOT to have a discussion. LAVTA is asking the Board to authorize award in Category 1 and to do nothing in Category 2.

The Board of Directors approved Resolution 33-2016 awarding the contract for Purchase and Delivery of Heavy-Duty Buses in Diesel, Hybrid Drive and Compressed Natural Gas configurations and authorize the Executive Director to execute an agreement for the initial contract period of five (5) years from the effective date, for the purchase of a minimum of twelve (12) and maximum of twenty (20) buses, with the understanding that Board action will be obtained separately through the term of the contract to authorize the purchase of buses in quantities and configurations to be specified, in conformance with the contract documents.

Approved: Turner/Haggerty

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

No: None

Absent: None

8. Executive Director's Report

The Executive Director's Report provided information on Implementation of Fixed Route Changes on August 13th, Marketing Efforts, Financial Audit, Legislation in Sacramento, Comprehensive Paratransit Study, Advertisement for Executive Consultant for Altamont Regional Working Group, Alameda County Fair Ridership, Historic Depot Renovation and Relocation, and Wheels on Demand Discount Project.

Michael Tree provided some information regarding the marketing efforts. He announced that overall ridership since the route changes only decreased 1.8% and LAVTA expected to see a 10%-15% decrease. LAVTA has not completed significant marketing for the route changes and we are confident the changes will be productive and positive. He also announced that a mailer will be sent out for 580x the week of September 12th highlighting that it will be fare free from September 12th through September 30th. It was noted that the rebranding will be brought back to the Board in October. Currently a community survey is being conducted for public participation with our rebranding process. By the end of October WiFi will be on all the Rapid and Express Buses and marketing efforts on the new service and sponsor starting the first week of November.

Michael Tree reported that the financial audit is this week and that Tamara Edwards is currently working on that.

Michael Tree explained that the Board will receive a Management Action Plan at the next meeting.

Supervisor Scott Haggerty is concerned that the Altamont Regional Rail Working Group (ARRWG) Executive Consultant proposal will be brought to the LAVTA Board of Directors for approval. Michael Conneran responded that the proposal is a contract with a consulting firm and that is why it is being brought to the Board of Directors for approval. Michael Tree explained that the approval given by the Board was for MTC RM1 funding and that had to be provided by a recognized entity that could be held accountable. Michael Conneran noted that once an agency is created the consulting contract can be assigned to that agency.

Councilmember Karla Brown and Don Biddle expressed that many people are happy with the Las Positas Easy Pass.

9. Matters Initiated by the Board of Directors

None.

10. Next Meeting Date is Scheduled for: October 3, 2016

11. Adjournment

Meeting adjourned at 5:11pm