

**MINUTES OF THE FEBRUARY 27, 2018**  
**LAVTA FINANCE AND ADMINISTRATION COMMITTEE MEETING**

**1. Call to Order and Pledge of Allegiance**

Committee Chair Bob Coomber called the meeting to order at 4:00pm.

**2. Roll Call of Members**

**Members Present**

Bob Coomber, Councilmember, City of Livermore  
Jerry Pentin, Vice Mayor, City of Pleasanton  
David Haubert, Mayor, City of Dublin

**3. Meeting Open to Public**

No Comments.

**4. Minutes of the January 23, 2018 Meeting of the F&A Committee**

Approved: Pentin/Coomber  
Aye: Pentin, Coomber, Haubert  
No: None  
Abstain: None  
Absent: None

**5. Treasurer's Report for January 2018**

The Finance and Administration Committee recommended submitting the January 2018 Treasurer's Report to the Board for approval.

Approved: Haubert/Pentin  
Aye: Pentin, Coomber, Haubert  
No: None  
Abstain: None  
Absent: None

## **6. Contract Award for LAVTA On-Call Bus Shelter Installation, Removal, and Related Services**

Staff provided the contract award for LAVTA On-Call Bus Shelter Installation, Removal, and Related Service to the Projects and Services Committee. Staff explained that post the Comprehensive Operations Analysis (COA) route realignment meant there were shelters remaining at stops that were no longer being served with fixed-route. The scope of work was determined beyond LAVTA's operations and maintenance routine maintenance contract, so LAVTA decided to release a Request for Proposal (RFP) for on-call bus shelter installation, removal, and related services. LAVTA received one proposal from Hammercraft Construction and Development Inc. There is not a specific amount budgeted to this contract, but the approved FY 17-18 Agency Budget provides for up to \$163,658 for this type of work. This contract would be good for one year.

The Finance and Administration Committee forwarded a recommendation that the Board authorize the Executive Director to execute a one-year contract with two one-year options with Hammercraft Construction and Development for on-call bus shelter installation, removal, and related services. Resolution 08-2018.

Approved: Haubert/Pentin  
Aye: Pentin, Coomber, Haubert  
No: None  
Abstain: None  
Absent: None

## **7. Farebox Upgrade**

Staff provided the farebox upgrade report to the Finance and Administration Committee. Staff informed that LAVTA's buses currently have a Sealed Power Corporation (SPX) cash fare collection system (Cents-A-Bill) that was installed in 1999 and this is no longer supported by the manufacturer, making it difficult to acquire spare parts. LAVTA has 40 out of 60 buses retrofitted with SPX FastFare units and would like to upgrade the 20 remaining buses with these units.

The Finance and Administration Committee forwarded a recommendation to the Board of Directors authorize the Executive Director to execute an Agreement between LAVTA and Sealed Power Corporation to replace obsolete fareboxes on 20 LAVTA-owned buses. Resolution 10-2018.

Approved: Pentin/Haubert  
Aye: Pentin, Coomber, Haubert  
No: None  
Abstain: None  
Absent: None

## **8. Fixed-Route Operations and Maintenance Contract**

Staff provided a presentation regarding the recommendation to award the Fixed-Route Operations and Maintenance Contract to MV Transportation. The current Operations and Maintenance contract with MV Transportation expires on June 30, 2018 and has been in place since 2011. The Collective bargaining agreement (CBA) with Teamsters Local 70 is in force through June 30, 2020 and was amended last November to raise wages for entry-level drivers. The new Operations and Maintenance Contract will be a three year base term with LAVTA holding four additional one-year options commencing on July 1, 2018. LAVTA issued an RFP on October 20, 2017. A pre-proposal meeting was held on November 6, 2017 and five firms participated. Proposals were due on January 5, 2018 and LAVTA received three proposals. An evaluation panel that had direct experience with all three proposers reviewed and ranked the written proposals and interviews were then conducted in late January 2018 and proposals were re-ranked based on the interview.

Mayor David Haubert asked if LAVTA has tried to negotiate with companies that provide proposals. Staff responded that there is always room for negotiation and that LAVTA did do a fair amount of negotiating regarding what was included in the price of the proposal prior to bringing this recommendation forward for approval.

The Finance and Administration Committee forwarded a recommendation to the Board of Directors that the fixed-route Operations and maintenance contract be awarded to MV Transportation. MV's proposal was ranked highest, its cost was the lowest proposed with the lowest escalators, and the management team has direct experience successfully delivering LAVTA's services. Resolution 06-2018.

Approved: Haubert/Pentin  
Aye: Pentin, Coomber, Haubert  
No: None  
Abstain: None  
Absent: None

## **9. Resolution in Support of Application for FY 17-18 funding through the State Low Carbon Transit Operations Program (LCTOP)**

The Finance and Administration Committee forwarded a recommendation to the Board of Directors approval of Resolution 09-2018 in support of an allocation request to Caltrans for the Low Carbon Transit Operations Program (LCTOP) toward the future purchase of four zero-emission battery-electric replacement buses in FY 2022. This resolution is required to request allocations for this funding from Caltrans.

Approved: Pentin/Haubert  
Aye: Pentin, Coomber, Haubert  
No: None  
Abstain: None  
Absent: None

## **10. Preview of Upcoming F&A Committee Agenda Items**

## **11. Matters Initiated by Committee Members**

Vice Mayor Pentin offered his condolences to the City of Dublin regarding Vice Mayor Don Biddle's passing.

**12. Next Meeting Date is Scheduled for: March 27, 2018**

**13. Adjourn**

Councilmember Bob Coomber adjourned the meeting in memory of Don Biddle.

Meeting adjourned at 4:36pm.