

MINUTES OF THE FEBRUARY 26, 2018
LAVTA PROJECTS AND SERVICES COMMITTEE MEETING

1. Call to Order and Pledge of Allegiance

Committee member Karla Brown called the meeting to order at 4:00pm.

Councilmember Karla Brown announced that the Projects and Services Committee have two out of the four members present, so they are going to first cover the informational items only and then take a vote when the third member arrives.

Councilmember Karla Brown requested a moment of silence for Vice Mayor Don Biddle.

2. Roll Call of Members

Members Present

Scott Haggerty, Supervisor, Alameda County
Karla Brown, Councilmember, City of Pleasanton
David Haubert, Mayor, City of Dublin

Members Absent

Steven Spedowfski, Vice Mayor, City of Livermore

3. Meeting Open to Public

Robert S. Allen addressed the Projects and Services Committee and requested LAVTA to please arrange for passenger pick-up at BART's Dublin/Pleasanton station for bus routes departing via Owens Drive. Make it where buses must stop at the stop sign immediately in front of the fare gates. This would include Routes 3, 8, 10R, 20X, and 580X. Possibly also Route 14 and 54.

After the Meeting Open to Public, Agenda Items 5 was moved up on the agenda for the convenience of the group in managing the balance of the meeting.

5. FY 2018 2nd Quarter Report – Operations

Staff provided information on the 2nd Quarter FY2018 (October-December 2017) Operation statistics. Discussed was the fixed route, paratransit, and operational performance metrics. This is the first full Fiscal Year of operations after the system wide COA changes implemented last fall. LAVTA had a 7% increase of ridership compared to FY 2017. LAVTA's weekday ridership increased 5.9%, but weekend ridership has decreased 3.1%. On-time performance (OTP) increased to 84.1%. Paratransit decreased by 9.31% for one-way trips and decreased 8.4% for passengers. Paratransit On-Time Performance decreased to 90% and is below the standard, due to driver shortages. LAVTA's fixed route contractor recorded five accidents/incidents in the 2nd quarter, four was determined to be preventable and one deemed non-preventable. No accidents resulted in major damage, and all resulted in minor or no damage to the vehicles. None of the fixed route accidents resulted in bodily injury. In the 2nd quarter there were zero paratransit

accident/incidents. Fixed Route complaints increased in the 2nd quarter. The top valid complaints for fixed route are in the areas of “bypass” (19 complaints), “late” (14 complaints), and “safety” (6 complaints). Paratransit valid complaints increased in the 2nd quarter. The top valid complaints for paratransit are in the areas of “late” (9 complaints) and “driver/dispatcher training” (9 complaints).

This was informational only.

After the FY 2018 2nd Quarter Report, Agenda Items 7, 8, 9, 10 and 11 were moved up on the agenda for the convenience of the group in managing the balance of the meeting.

7. Dublin Student Transit Service Study

David Haubert, Mayor from City of Dublin, arrived during the Dublin Student Transit Service Study report.

Staff provided information on the Dublin Student Transit Service Study. There has been an increase in ridership on the Wheels supplemental (school-focused) routes. In the last year Dublin tripper boarding increased 50%. In one year from today, the Dublin School district is expected to increase by an additional 39%.

Nelson\Nygaard & Associates were selected to conduct a small-scale study about existing conditions and near-future challenges/opportunities that LAVTA should be aware of in its service planning in Dublin. The allocated amount for the Dublin service study is \$50,000, and comes from the existing budgeted amount for Planning studies in the current FY2018 budget. Currently Nelson\Nygaard & Associates are collecting data and conducting outreach; a stakeholder meeting with the school district and city staff was held on February 21, 2018, and a public open house is scheduled for March 8, 2018. The final study recommendations will be presented at the May Board of Directors meeting. The goal is to have a short-range component that can be implemented this fall and medium-range components that can be deployed beyond 2018.

This was informational only.

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 enforce 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 based 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 about the significant start-up costs. Staff responded that First and Ride Right would have fairly significant start-up costs associated with assuming the contract.

Supervisor Scott Haggerty asked if it is odd to have three out of the five evaluation panel members from LAVTA. Christy Wegener responded stating that at Fairfax they only had internal committee members on an evaluation panel and she thought that LAVTA had a good composition.

The Projects and Services 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.

Supervisor Scott Haggerty did not vote.

Approved: Brown/Haubert

Aye: Haubert, Brown

No: None

Abstain: None

Absent: Spedowfski

9. Contract Award for Individualized Marketing Services

Staff provided the contract award for individualized marketing services with Steer Davies Gleave. The Individualized Marketing Services for FY 2018 would cover Route 30R along Dublin Boulevard from Fallon to Hacienda and Central to Dublin Boulevard. There will also be outreach to a segment of the Route 30R in Livermore along Portola Avenue rear Las Positas College.

The Project & Services Committee forwarded a recommendation to the Board of Directors to award of contract for purchase of individualized marketing services to Steer Davies Gleave in the amount of \$129,950 for the option year of the contract. Additionally staff requests a 10% contingency for the project and authorization for the Executive Director to execute the contract.

Supervisor Scott Haggerty did not vote.

Approved: Brown/Haubert

Aye: Haubert, Brown

No: None

Abstain: None

Absent: Spedowfski

10. Management Action Plan

Executive Director Michael Tree provided the Projects and Services the

Management Action Plan and gave a brief overview.

This was informational only.

11. Preview of Upcoming P&S Committee Agenda Items

12. Matters Initiated by Committee Members

Councilmember Karla Brown requested that staff reach out to Robert Allen's request to have a stop in the tunnel near BART. Christy Wegener responded that she will contact Robert Allen regarding his request and inform him that BART and the City of Dublin are looking at transforming the southbound lane into a cycle track as an extension of the Iron Horse Trail. Buses would be shifted to bi-directional travel on the current northbound lane.

After the Matters Initiated by Committee Members, Agenda Items 4 and 6 were moved up on the agenda for voting now that the Committee has a quorum present.

4. Minutes of the October 23, 2017 and January 22, 2018 Meeting of the P&S Committee.

Supervisor Scott Haggerty did not vote.

Approved: Brown/Haubert

Aye: Haubert, Brown

No: None

Abstain: None

Absent: Spedowfski

6. Summer 2018 Summer School Service Accommodation

LAVTA staff provided the Project & Services a report and recommendation on summer 2018 summer school service accommodation. This year the Dublin school district will again run the summer program at Dublin High School (DHS), while Pleasanton program will return to Amador Valley High School (AVHS). During this report it was noted that the net cost for Dublin summer school service is estimated to be \$2,510.00.

The Projects & Services Committee endorse and forward to the Board of Directors to consider the potential Wheels service outlined below. Resolution 05-2018:

- Operate Wheels routes #501 and #502 during the DUSD 2018 summer school program, and
- Direct students to the regular Wheels route 10R for the PUSD 2018 summer school program.

Supervisor Scott Haggerty did not vote.

Approved: Brown/Haubert

Aye: Haubert, Brown
No: None
Abstain: None
Absent: Spedowski

13. Next Meeting Date is Scheduled for: March 26, 2018

14. Adjourn

Meeting adjourned at 4:47pm.