

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

FINANCE and ADMINISTRATION COMMITTEE MEETING / COMMITTEE OF THE
WHOLE

COMMITTEE MEMBERS

JERRY PENTIN – VICE CHAIR
BOB COOMBER – CHAIR

JANINE THALBLUM

DATE: Tuesday, May 29, 2018

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

TIME: 4:00 p.m.

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 Committee on any matter within the general subject matter jurisdiction of the LAVTA Board of Directors.
- Members of the audience may address the Committee on items on the Agenda at the time the Chair calls for the particular Agenda item.
- Public comments should not exceed three (3) minutes.
- Agendas are published 72 hours prior to the meeting.
- No action may be taken on matters raised that are not on the Agenda.

4. Minutes of the April 24, 2018 Meeting of the F&A Committee

Recommendation: Approval

5. Treasurer's Report for April 2018

Recommendation: Staff recommends submitting the attached April 2018 Treasurer's Report to the Board for approval.

6. LAVTA's Operating & Capital Budget for FY 2019

Recommendation: Review the final Operating and Capital Budget for FY 2019 and recommend to the Board for approval.

7. Approval of Resolution Authorizing an Application for Lifeline Transportation Program Cycle 5 Funding

Recommendation: Staff recommends the Committee forward Resolution 16-2018 to the Board for approval, in support of a funding request to MTC for the Cycle 5 Lifeline Transportation Program for continued operations of Wheels Route 14 serving North Livermore.

8. Rescind Contract Previously Awarded and Reject Sole Bid Received for LAVTA Rutan Maintenance Area Resurfacing Project #2018-06

Recommendation: Staff recommends the Committee refer Resolution 17-2018 to the Board of Directors for approval, rejecting the sole bid received in response to IFB #2018-06 for the LAVTA Rutan Maintenance Floor Resurfacing Project as non-responsive, rescinding the contract previously awarded to Raider Painting in November 2016 for an amount not to exceed \$194,950 that was not executed by Raider Painting, and directing staff to initiate an open-market procurement for the project in accordance with LAVTA's Procurement Policy (Resolution 19-2006).

9. Review of LAVTA's Organizational Structure

Recommendation: None – information only.

10. Preview of Upcoming F&A Committee Agenda Items

11. Matters Initiated by Committee Members

12. Next Meeting Date is Scheduled for: June 26, 2018

13. Adjourn

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.

In the event that a quorum of the entire Board is present, this Committee shall act as a Committee of the Whole. In either case, any item acted upon by the Committee or the Committee of the Whole will require consideration and action by the full Board of Directors as a prerequisite to its legal enactment.

I hereby certify that this agenda was posted 72 hours in advance of the noted meeting.

<u>/s/ Jennifer Suda</u>	<u>5/24/18</u>
<u>LAVTA Administrative Services Department</u>	<u>Date</u>

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

MINUTES OF THE APRIL 24, 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 4:02pm.

2. Roll Call of Members

Members Present

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

3. Meeting Open to Public

No Comments.

4. Minutes of the February 27, 2018 Meeting of the F&A Committee

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

5. Treasurer's Report for March 2018

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

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

6. Approval of Resolutions Authorizing Staff to Apply for TDA, STA, and RM2 funds for Fiscal Year 2018-2019.

The Finance and Administration Committee forwarded a recommendation to the Board of Directors to submit the attached resolutions authorizing the filing of a claim with MTC for Allocation of TDA Article 4.0, 4.5, STA, and RM2 Funds for Fiscal Year 2018-2019. Resolutions 12-2018 and 13-2018.

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

7. 2018 Legislative Update

[Prior to discussing the agenda item Staff noted that the staff report indicated that this is the Legislative Program, but that is incorrect and this item is the legislative update. Agenda item 7 in the minutes was amended to reflect the change.]

Staff provided the Finance and Administration Committee a legislative update of recent federal and state legislative activities of interest to LAVTA. Last month Congress enacted a FY18 budget that resulted in known funding for the remainder of the fiscal year 2018 through September 30th. In Sacramento the legislature reconvened at the beginning of the year and February 16, 2018 was the deadline to add more bills for this calendar year. Staff noted that if the Senate Bill (SB) 1 repeal is enacted this would be a significant item for LAVTA regarding the revenues our agency could receive going forward. Staff also pointed out another big item in terms of bills being sponsored by the California Transit Association are regarding zero emission buses and the California Air Resources Board's forthcoming innovative clean transit rule. Under the draft Innovative Clean Transit Rule LAVTA would be required to purchase at least 50% of zero emission vehicles starting in 2023. Staff explained that zero emission buses are incrementally more expensive than traditional diesel/diesel electric hybrid buses that LAVTA relies on federal and known state funds for assistance in purchasing, so there could be a funding gap if a new mandate was handed down by ARB. Staff then provided information on Assembly Bill (AB) 3201 and SB 1434, which address some of the capital and operating cost increases associated with fleet electrification. Staff analysis is that both bills will support LAVTA's adopted legislative priorities to enhance future transportation funding investments and to enhance operating conditions that would support safety, and performance goals.

The Finance and Administration Committee accepted this report and referred two legislative positions to the Board of Directors for approval:

- AB 3201 (Daly) – California Clean Truck, Bus, and Off-Road Vehicle and Equipment Technology Program – SUPPORT
- SB 1434 (Leyva) Transportation Electrification: Electricity Rate Design – SUPPORT

Approved: Haubert/Pentin

Aye: Pentin, Coomber, Haubert

No: None

Abstain: None

Absent: None

8. Preview of Upcoming F&A Committee Agenda Items

9. Matters Initiated by Committee Members

None.

10. Next Meeting Date is Scheduled for: May 29, 2018

Committee Member David Haubert informed that he spoke to Executive Director Michael Tree regarding consolidating the Projects and Services Committee and Finance and Administration Committee meetings in May, so that both meetings will be on May 29, 2018. Staff responded that Jennifer Suda will remind Executive Director Michael Tree regarding this request.

11. Adjourn

Meeting adjourned at 4:23pm.

AGENDA

ITEM 5

STAFF REPORT

SUBJECT: Treasurer's Report for April 2018

FROM: Tamara Edwards, Finance and Grants Manager

DATE: May 29, 2018

Action Requested

Review and approve the LAVTA Treasurer's Report for April 2018.

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 April 1, 2018	\$9,811,420.26
Payments made	\$1,252,976.62
Deposits made	\$835,431.82
Transfer to LAIF	\$5,000,000.00
Ending balance April 30, 2018	\$4,392,549.46

Farebox account activity (106):

Beginning balance April 1, 2018	\$46,317.14
Deposits made	\$71,814.72
Ending balance April 30, 2018	\$118,131.86

LAIF investment account activity (135):

Beginning balance April 1, 2018	\$664,104.04
Transfer from General Checking	\$5,000,000.00
Ending balance April 30, 2018	\$5,664,104.04

Operating Expenditures Summary:

As this is the tenth 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 83%. The agency is at 70.52% overall.

Operating Revenues Summary:

While expenses are at 70.52%, revenues are at 81.1%, providing for a healthy cash flow.

Recommendation

Staff requests that the Finance and Administration Committee forward the April 2018 Treasurer's Report to the Board of Directors for approval.

Attachments:

1. April 2018 Treasurer's Report

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
BALANCE SHEET
FOR THE PERIOD ENDING:
April 30, 2018**

ASSETS:

101 PETTY CASH	200	
102 TICKET SALES CHANGE	240	
105 CASH - GENERAL CHECKING	4,393,212	
106 CASH - FIXED ROUTE ACCOUNT	118,132	
107 Clipper Cash	565,486	
120 ACCOUNTS RECEIVABLE	856,684	
135 INVESTMENTS - LAIF	5,664,104	
150 PREPAID EXPENSES	(6,094)	
160 OPEB ASSET	536,342	
165 DEFFERED OUTFLOW-Pension Related	380,844	
170 INVESTMENTS HELD AT CALTIP	0	
111 NET PROPERTY COSTS	57,730,810	
TOTAL ASSETS		70,239,961

LIABILITIES:

205 ACCOUNTS PAYABLE	386,329	
211 PRE-PAID REVENUE	1,904,019	
21101 Clipper to be distributed	275,854	
22000 FEDERAL INCOME TAXES PAYABLE	34	
22010 STATE INCOME TAX	(10)	
22020 FICA MEDICARE	(57)	
22050 PERS HEALTH PAYABLE	0	
22040 PERS RETIREMENT PAYABLE	(330)	
22030 SDI TAXES PAYABLE	0	
22070 AMERICAN FIDELITY INSURANCE PAYABLE	(790)	
22090 WORKERS' COMPENSATION PAYABLE	4,798	
22100 PERS-457	0	
22110 Direct Deposit Clearing	0	
23101 Net Pension Liability	886,251	
23104 Deferred Inflow- Pension Related	79,607	
23103 INSURANCE CLAIMS PAYABLE	73,283	
23102 UNEMPLOYMENT RESERVE	8,300	
TOTAL LIABILITIES		3,617,289

FUND BALANCE:

301 FUND RESERVE	(4,812,531)	
304 GRANTS, DONATIONS, PAID-IN CAPITAL	70,519,984	
30401 SALE OF BUSES & EQUIPMENT	103,602	
FUND BALANCE	811,616	
TOTAL FUND BALANCE		66,622,672
TOTAL LIABILITIES & FUND BALANCE		70,239,961

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
REVENUE REPORT
FOR THE PERIOD ENDING:
April 30, 2018**

ACCOUNT	DESCRIPTION	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
4010100	Fixed Route Passenger Fares	1,473,687	82,147	1,191,402	282,285	80.8%
4020000	Business Park Revenues	203,170	0	138,991	64,179	68.4%
4020500	Special Contract Fares	399,028	0	231,387	167,641	58.0%
4020500	Special Contract Fares - Paratransit	42,000	0	26,553	15,447	63.2%
4010200	Paratransit Passenger Fares	203,000	12,411	131,349	71,651	64.7%
4060100	Concessions	50,972	0	25,551	25,421	50.1%
4060300	Advertising Revenue	90,000	0	95,000	(5,000)	105.6%
4070400	Miscellaneous Revenue-Interest	6,000	0	7,819	(1,819)	130.3%
4070300	Non transportation revenue	56,400	4,000	47,170	9,230	100.0%
4090100	Local Transportation revenue (TFCA RTE B	479,000	0	0	479,000	100.0%
4099100	TDA Article 4.0 - Fixed Route	9,778,570	0	9,778,570	-	100.0%
4099500	TDA Article 4.0-BART	98,995	0	77,602	21,393	78.4%
4099200	TDA Article 4.5 - Paratransit	133,864	0	124,554	9,310	93.0%
4099600	Bridge Toll- RM2, RM1	913,836	0	290,418	623,418	31.8%
4110100	STA Funds-Paratransit	56,773	0	14,193	42,580	25.0%
4110500	STA Funds- Fixed Route BART	591,679	0	443,757	147,922	75.0%
4110100	STA Funds-pop	592,225	0	606,418	(14,193)	102.4%
4110100	STA Funds- rev	173,758	0	173,758	-	100.0%
4110100	STA Funds- Lifeline	-	0	0	-	#DIV/0!
4130000	FTA Section 5307 Preventative Maint.	444,777	0	0	444,777	100.0%
4130000	FTA Section 5307 ADA Paratransit	342,169	0	0	342,169	0.0%
4130000	FTA TPI	104,000	0	0	104,000	100.0%
4130000	FTA JARC and NF	-	0	421	(421)	#DIV/0!
4130000	FTA 5311	-	0	0	-	#DIV/0!
4640500	Measure B Gap		0	12,656	(12,656)	100.0%
4640500	Measure B Express Bus	100,000	0	0	100,000	100.0%
4640100	Measure B Paratransit Funds-Fixed Route	905,892	58,616	661,777	244,115	73.1%
4640100	Measure B Paratransit Funds-Paratransit	170,441	11,028	280,683	(110,242)	164.7%
4640200	Measure BB Paratransit Funds-Fixed Route	670,032	43,251	329,032	341,000	49.1%
4640200	Measure BB Paratransit Funds-Paratransit	285,657	18,439	206,859	78,798	72.4%
TOTAL REVENUE		18,365,925	229,893	14,895,920	3,470,005	81.1%

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
OPERATING EXPENDITURES
FOR THE PERIOD ENDING:
April 30, 2018**

		BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
501 02	Salaries and Wages	\$1,362,014	\$95,413	\$1,162,083	\$199,931	85.32%
502 00	Personnel Benefits	\$942,989	\$47,983	\$604,036	\$338,953	64.06%
503 00	Professional Services	\$936,878	\$44,525	\$324,523	\$612,355	34.64%
503 05	Non-Vehicle Maintenance	\$636,214	\$15,451	\$379,723	\$255,058	59.68%
503 99	Communications	\$9,500	(\$1)	\$1,116	\$8,351	11.75%
504 01	Fuel and Lubricants	\$1,174,700	\$53,504	\$621,364	\$553,336	52.90%
504 03	Non contracted vehicle maintenance	\$19,550	\$2,645	\$2,895	\$16,655	14.81%
504 99	Office/Operating Supplies	\$28,700	\$991	\$51,676	(\$22,976)	180.06%
504 99	Printing	\$54,500	\$0	\$20,017	\$34,483	36.73%
505 00	Utilities	\$276,000	\$20,185	\$234,145	\$41,855	84.84%
506 00	Insurance	\$637,238	\$47	\$468,599	\$168,639	73.54%
507 99	Taxes and Fees	\$302,000	\$10,635	\$69,686	\$232,314	23.07%
508 01	Purchased Transportation Fixed Route	\$9,338,719	\$750,870	\$7,522,497	\$1,832,652	80.55%
2-508 02	Purchased Transportation Paratransit	\$1,994,500	\$129,390	\$1,356,106	\$638,394	67.99%
508 03	Purchased Transportation WOD	\$75,000	\$0	\$18,779	\$56,221	25.04%
509 00	Miscellaneous	\$434,323	(\$11,482)	\$45,468	\$388,855	10.47%
509 02	Professional Development	\$38,100	\$96	\$16,013	\$22,087	42.03%
509 08	Advertising	\$95,000	\$4,000	\$45,663	\$49,337	48.07%
TOTAL		\$18,355,925	\$1,164,254	\$12,944,390	\$5,426,499	70.52%

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
CAPITAL REVENUE AND EXPENDITURE REPORT (Page 1 of 2)
FOR THE PERIOD ENDING:
April 30, 2018

ACCOUNT	DESCRIPTION	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
REVENUE DETAILS						
4090594	TDA (office and facility equip)	100,000	0	0	100,000	0.00%
4090194	TDA Shop repairs and replacement	85,000	0	0	85,000	0.00%
4091794	Bus stop improvements	212,461	0	0	212,461	0.00%
4092394	TDA Bus replacement	2,738,770	0	2,180,508	558,262	79.62%
4090994	TDA IT Upgrades and Replacements	35,000	0	0	35,000	0.00%
4090794	TDA Transit Center Improvements	273,493	0	0	273,493	0.00%
409??94	TDA (Transit Capital)	100,000	0	0	100,000	0.00%
4092094	TDA (Major component rehab)	30,000	0	0	30,000	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	175,000	0	0	175,000	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	535,578	0	100.00%
4091701	CTC CIP Shelters	1,600,000	0	0	1,600,000	0.00%
409xx01	TVTC TSP	1,140,000	0	0	1,140,000	0.00%
4111700	PTMISEA Shelters and Stops	117,539	0	0	117,539	0.00%
41124	Prob 1B Security upgrades	36,696	0	0	36,696	0.00%
41114	Prop 1B Wifi	36,696	0	0	36,696	0.00%
41107	PTMISEA Transit Center Improvements	126,507	0	0	126,507	0.00%
41105	PTMISEA Office improvements	177,390	0	0	177,390	0.00%
41308	TPI	504,564	50,440	370,756	133,808	73.48%
41315	FTA Farebox upgrade	398,242	0	0	398,242	0.00%
41304	FTA BRT	300,000	0	24,214	275,786	8.07%
41303	FTA non revenue vehicle upgrade	367,200	0	0	367,200	0.00%
41323	FTA Bus replacements	12,312,300	632,221	10,936,330	1,375,970	88.82%
TOTAL REVENUE		21,724,994	682,661	14,047,386	7,677,608	64.66%

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
CAPITAL REVENUE AND EXPENDITURE REPORT (Page 2 of 2)
FOR THE PERIOD ENDING:
April 30, 2018

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	85,000	0	84,020	980	98.85%
5550207	New MOA Facility (Satelite Facility)	-	0	0	0	#DIV/0!
5550307	Non revenue vehicle replacement	512,000	0	0	512,000	0.00%
5550407	BRT	-	521	16,957	(16,957)	#DIV/0!
5550507	Office and Facility Equipment	277,390	35,341	87,184	190,206	31.43%
5550607	511 Integration	-	0	75,000	(75,000)	#DIV/0!
	TSP upgrade	1,140,000	0	0	1,140,000	0.00%
5550807	Dublin TPI project	570,564	0	376,998	193,566	66.07%
5550907	IT Upgrades and replacement	35,000	0	5,071	29,929	14.49%
5551007	Transit Center Upgrades and Improvements	400,000	0	0	400,000	0.00%
5551207	Doolan Tower upgrade	10,000	0	0	10,000	0.00%
5551407	Wifi	36,696	0	0	36,696	0.00%
5551507	Farebox upgrade	500,000	0	0	500,000	0.00%
5551707	Bus Shelters and Stops	2,230,000	0	0	2,230,000	0.00%
5552007	Major component rehab	30,000	41,987	48,188	(18,188)	160.63%
5552107	Rebranding bus wrap	175,000	0	0	175,000	0.00%
5552307	Bus replacement	15,586,648	0	14,535,688	1,050,960	93.26%
5552407	Security upgrades	36,696	0	0	36,696	0.00%
555??07	Transit Capital	100,000	0	14,384	85,616	14.38%
TOTAL CAPITAL EXPENDITURES		21,724,994	77,850	15,243,491	6,481,503	70.17%
FUND BALANCE (CAPITAL)		0.00	604,811	(1,196,105)		
FUND BALANCE (CAPTIAL & OPERATING)		0.00	(329,550)	770,389		

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

www.treasurer.ca.gov/pmia-laif/laif.asp

May 16, 2018

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](#)

April 2018 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Authorized Caller	Amount
4/10/2018	4/10/2018	RD	1566049	MICHAEL S. TREE	5,000,000.00
4/10/2018	4/10/2018	RW	1566051	MICHAEL S. TREE	-5,000,000.00
4/13/2018	4/12/2018	QRD	1567506	SYSTEM	2,485.05
4/13/2018	4/13/2018	RD	1568621	TAMARA EDWARDS	5,000,000.00

Account Summary

Total Deposit:	10,002,485.05	Beginning Balance:	667,915.57
Total Withdrawal:	-5,000,000.00	Ending Balance:	5,670,400.62

REPORT.: May 15 18 Tuesday
 RUN....: May 15 18 Time: 13:39
 Run By.: Daniel Zepeda

LAVTA
 Month End Cash Disbursements Report
 Prior Period Report for 04-18 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
04-18	H8274	04/01/18	PER01 (PERS)		3,094.78	.00	3,094.78	PER01, PERS CLASSIC CONTR
	H8275	04/01/18	PER04 (CALPERS RETIREMENT SYSTEM)		688.06	.00	688.06	PER04, PERS 457 CONTRIBUT
	H8276	04/01/18	PER01 (PERS)		3,151.85	.00	3,151.85	PER01, PERS NEW CONTRIBUT
	H8277	04/01/18	EMP01 (EMPLOYMENT DEVEL DEPT)		2,399.08	.00	2,399.08	EMP01, STATE TAX 3/10-3/2
	H8278	04/01/18	DIR02 (DIRECT DEPOSIT OF PAYROLL CH		35,379.83	.00	35,379.83	DIR02, PR DIRECT DEPOSIT
	H8279	04/01/18	BRO03 (KARLA SUE BROWN)		100.00	.00	100.00	BRO03, MAR-18 BOD STIPEND
	H8280	04/01/18	HAU01 (DAVID HAUBERT)		100.00	.00	100.00	HAU01, MAR-18 BOD STIPEND
	H8281	04/01/18	PEN01 (JERRY PENTIN)		100.00	.00	100.00	PEN01, MAR-18 BOD STIPEND
	H8282	04/01/18	SPE04 (STEVEN G. SPEDOWFSKI)		200.00	.00	200.00	SPE04, MAR-18 BOD STIPEND
	H8283	04/06/18	MVT01 (MV TRANSPORTATION, INC.)		347,235.80	.00	347,235.80	MVT01, 82122, APR-18 1ST
	H8284	04/06/18	MVT01 (MV TRANSPORTATION, INC.)		22,562.74	.00	22,562.74	MVT01, FEB-18 FIXED ROUTE
	H8285	04/06/18	MTM01 (MEDICAL TRANSPORTATION MANAG		106,508.30	.00	106,508.30	MTM01, FEB-18 MONTHLY SER
	H8286	04/06/18	MTM01 (MEDICAL TRANSPORTATION MANAG		4,116.00	.00	4,116.00	MTM01, MTM-112104 3/21-4
	H8287	04/06/18	MOR02 (VANESSA MORENO)		39.46	.00	39.46	MOR02, JAN-MAR 18 TRAVEL
	H8288	04/06/18	MOR02 (VANESSA MORENO)		56.82	.00	56.82	MOR02, SEPT-DEC 17 TRAVEL
	H8289	04/06/18	CAL04 (CALIFORNIA WATER SERVICE)		544.61	.00	544.61	CAL04, 9098655555, MOA WA
	H8290	04/06/18	PAC01 (AT&T)		162.65	.00	162.65	PAC01,ACCT #925-243-9029,
	H8291	04/06/18	PAC01 (AT&T)		352.38	.00	352.38	PAC01,ACCT #436-951-0106,
	H8292	04/06/18	PAC01 (AT&T)		33.12	.00	33.12	PAC01,ACCT #232-351-6260,
	H8293	04/06/18	CAL15 (CALTRONICS BUSINESS SYS)		269.15	.00	269.15	CAL15, 2478298, BIZHUB TH
	H8294	04/06/18	NEL01 (NELSON\NYGAARD CONSULTING AS		13,030.41	.00	13,030.41	NEL01, 71674, FEB-18 DUBL
	H8295	03/26/18	CAL15 (CALTRONICS BUSINESS SYS)		324.64	.00	324.64	CAL15, 2482168, PO #6666
	H8296	04/06/18	STA01 (STATE COMPENSATION FUND)		2,141.67	.00	2,141.67	STA01, APR-18 WORKER'S CO
	H8297	04/06/18	CAP01 (CAPTURE TECHNOLOGIES INC)		600.00	.00	600.00	CAP01, 52038, PO #6595 TR
	H8298	04/06/18	TX161 (JYOTSNA MEHTA)		192.77	.00	192.77	TX161, PARATAXI REIMBURSE
	H8299	04/06/18	TX177 (MARILYN LANE)		81.60	.00	81.60	TX177, PARATAXI REIMBURSE
	H8300	04/06/18	TX152 (ALBERTA PILLIOD)		20.00	.00	20.00	TX152, PARATAXI REIMBURSE
	H8301	04/06/18	CAL04 (CALIFORNIA WATER SERVICE)		68.95	.00	68.95	CAL04, 4755555555, MOA FI
	H8302	04/06/18	CAL04 (CALIFORNIA WATER SERVICE)		68.95	.00	68.95	CAL04, 5755555555, CONTRA
	H8303	04/06/18	CAL04 (CALIFORNIA WATER SERVICE)		51.71	.00	51.71	CAL04, 2575555555, TC FIR
	H8304	04/06/18	CAL04 (CALIFORNIA WATER SERVICE)		300.89	.00	300.89	CAL04, 4616555555, TC IRR
	H8305	04/06/18	CAL04 (CALIFORNIA WATER SERVICE)		74.14	.00	74.14	CAL04, 0198655555, BUS WA
	H8306	04/06/18	CAL04 (CALIFORNIA WATER SERVICE)		105.99	.00	105.99	CAL04, 3616555555, TC WAT
	H8307	04/06/18	PAC02 (PACIFIC GAS AND ELECTRIC)		564.46	.00	564.46	PAC02, 7264840356-5, RAPI
	H8308	04/06/18	PAC02 (PACIFIC GAS AND ELECTRIC)		2,738.84	.00	2,738.84	PAC02, 9007202117-4, MOA
	H8309	04/06/18	PAC02 (PACIFIC GAS AND ELECTRIC)		107.77	.00	107.77	PAC02, 7649646868-7, DOOL
	H8310	04/06/18	PAC02 (PACIFIC GAS AND ELECTRIC)		2,066.61	.00	2,066.61	PAC02, 6062256368-6, ATLA
	H8311	04/06/18	PAC02 (PACIFIC GAS AND ELECTRIC)		5,680.44	.00	5,680.44	PAC02, 5809326332-3, MOA
	H8312	04/06/18	CIT07 (CITY OF LIVERMORE - WATER)		13.49	.00	13.49	CIT07, 138432-00, ATLANTI
	H8313	04/06/18	CIT07 (CITY OF LIVERMORE - WATER)		148.50	.00	148.50	CIT07, 138430-01, ATLANTI
	H8314	04/06/18	CIT07 (CITY OF LIVERMORE - WATER)		19.75	.00	19.75	CIT07, 139399-00, ATLANTI
	H8315	04/06/18	CIT07 (CITY OF LIVERMORE - WATER)		48.63	.00	48.63	CIT07, 139361-00, ATLANTI
	H8316	04/15/18	NEL01 (NELSON\NYGAARD CONSULTING AS		11,307.33	.00	11,307.33	NEL01, 71850, MAR-18 DUBL
	H8317	04/13/18	DIR02 (DIRECT DEPOSIT OF PAYROLL CH		34,101.08	.00	34,101.08	DIR02, PR DIRECT DEPOSIT
	H8318	04/13/18	EMP01 (EMPLOYMENT DEVEL DEPT)		2,312.97	.00	2,312.97	EMP01, STATE TAX 3/24-4/6
	H8319	04/13/18	EFT01 (ELECTRONIC FUND TRANSFERS)		5,710.60	.00	5,710.60	EFT01, FEDERAL TAX 3/24-4
	H8320	04/13/18	PER01 (PERS)		3,094.78	.00	3,094.78	PER01, PERS CLASSIC CONTR
	H8321	04/13/18	PER01 (PERS)		3,151.84	.00	3,151.84	PER01, PERS NEW CONTRIBUT
	H8322	04/13/18	PER04 (CALPERS RETIREMENT SYSTEM)		788.06	.00	788.06	PER04, PERS 457 CONTRIBUT
	H8323	04/18/18	MTM01 (MEDICAL TRANSPORTATION MANAG		3,178.00	.00	3,178.00	MTM01, MTM-112105, 4/4-4/
	H8324	04/15/18	STA13 (STAPLES CREDIT PLAN)		561.96	.00	561.96	STA13, APR-18 CC STATEMEN
	H8325	04/15/18	SHE05 (SHELL)		122.81	.00	122.81	SHE05, APR-18 STATEMENT
	H8326	04/15/18	MVT01 (MV TRANSPORTATION, INC.)		347,235.80	.00	347,235.80	MVT01, 82123, APR-18 2ND
	H8327	04/15/18	CAL15 (CALTRONICS BUSINESS SYS)		35,341.28	.00	35,341.28	CAL15, 2480439, PO #6575
	H8328	04/15/18	VER01 (VERIZON WIRELESS)		1,338.09	.00	1,338.09	VER01, 9804046101, CELL &
	H8329	04/15/18	CIT07 (CITY OF LIVERMORE - WATER)		145.69	.00	145.69	CIT07, 139388-00, BUS WAS
	H8330	04/15/18	CIT07 (CITY OF LIVERMORE - WATER)		36.53	.00	36.53	CIT07, 138431-00, ATLANTI
	H8331	04/30/18	TAX72 (JUSTIN HART)		200.00	.00	200.00	TAX72, PARATAXI REIMBURSE
	H8332	04/30/18	TAX14 (KAREN ADAMS)		104.76	.00	104.76	TAX14, PARATAXI REIMBURSE
	H8333	04/30/18	TAX67 (CHRISTEL RAGER)		119.85	.00	119.85	TAX67, PARATAXI REIMBURSE
	H8334	04/30/18	TX113 (RODGER RAGER)		103.30	.00	103.30	TX113, PARATAXI REIMBURSE
	H8335	04/30/18	TAX07 (ASMA SYEDA)		72.46	.00	72.46	TAX07, PARATAXI REIMBURSE
	H8336	04/30/18	TX123 (OLGA PRINZ)		140.25	.00	140.25	TX123, PARATAXI REIMBURSE
	H8337	04/30/18	TAX32 (SUE TSANG)		348.30	.00	348.30	TAX32, PARATAXI REIMBURSE
	H8338	04/30/18	TAX91 (VIVIAN MARIE MILLER)		200.00	.00	200.00	TAX91, PARATAXI REIMBURSE
	H8339	04/30/18	MER01 (MERCHANT SERVICES)		123.38	.00	123.38	MER01, MAR-18 MOA CC FEES
	H8340	04/30/18	MER01 (MERCHANT SERVICES)		111.94	.00	111.94	MER01, MAR-18 TRANSIT CEN
	H8341	04/30/18	VSP01 (VSP)		512.04	.00	512.04	VSP01, APR-18 VISION INSU
	H8342	04/30/18	VSP01 (VSP)		512.04	.00	512.04	VSP01, MAY-18 VISION INSU
	H8343	04/30/18	MUT01 (MUTUAL OF OMAHA)		943.97	.00	943.97	MUT01, MAY-18 LIFE & LTD
	H8344	04/30/18	DEL05 (ALLIED ADMIN/DELTA DENTAL)		1,918.87	.00	1,918.87	DEL05, MAY-18 DENTAL INSU
	H8345	04/30/18	PER03 (CAL PUB EMP RETIRE SYSTM)		34,019.08	.00	34,019.08	PER03, MAY-18 HEALTH INSU
	H8346	04/30/18	AME06 (AMERICAN FIDELITY ASSURANCE		778.34	.00	778.34	AME06, MAY-18 FLEXIBLE SP
	H8347	04/30/18	AME06 (AMERICAN FIDELITY ASSURANCE		778.34	.00	778.34	AME06, APR-18 FLEXIBLE SP
	H8348	04/30/18	AME06 (AMERICAN FIDELITY ASSURANCE		446.04	.00	446.04	AME06, APR-18 SUPPLEMENTA
	H8349	04/30/18	STA04 (STATE BOARD OF)		1,826.88	.00	1,826.88	STA04, 2018 1ST QTR STORA
	H8350	04/30/18	STA05 (STATE BOARD OF EQUAL)		1,014.60	.00	1,014.60	STA05, 2018 1ST QTR EXEMP
	H8351	04/26/18	PER04 (CALPERS RETIREMENT SYSTEM)		788.20	.00	788.20	PER04, PERS 457 CONTRIBUT
	H8352	04/26/18	PER01 (PERS)		3,094.78	.00	3,094.78	PER01, PERS CLASSIC CONTR
	H8353	04/26/18	PER01 (PERS)		3,151.85	.00	3,151.85	PER01, PERS NEW CONTRIBUT
	H8354	04/26/18	EMP01 (EMPLOYMENT DEVEL DEPT)		2,676.61	.00	2,676.61	EMP01, STATE TAX 4/7-4/20
	H8355	04/26/18	EFT01 (ELECTRONIC FUND TRANSFERS)		6,850.70	.00	6,850.70	EFT01, FEDERAL TAX 4/7-4/
	H8356	04/27/18	DIR02 (DIRECT DEPOSIT OF PAYROLL CH		37,146.87	.00	37,146.87	DIR02, PR DIRECT DEPOSIT
	H8357	04/30/18	EFT01 (ELECTRONIC FUND TRANSFERS)		.12	.00	.12	EFT01, 2018 1ST QTR FEDER
020516	04/06/18	AIM01 (AIM TO PLEASE JANITORIAL SER			2,713.09	.00	2,713.09	Automatic Generated Check
020517	04/06/18	ANT01 (ANTAI SOLUTIONS, LLC)			450.00	.00	450.00	Automatic Generated Check
020518	04/06/18	ATT03 (AT&T)			963.79	.00	963.79	Automatic Generated Check
020519	04/06/18	CAL13 (CALIFORNIA TRANSIT)			445.09	.00	445.09	Automatic Generated Check
020520	04/06/18	CEW01 (CHARLES E. WALKER)			900.00	.00	900.00	Automatic Generated Check
020521	04/06/18	CIT06 (CITY OF LIVERMORE SEWER)			209.69	.00	209.69	Automatic Generated Check
020522	04/06/18	COR01 (CORBIN WILLITS SYSTEMS)			239.45	.00	239.45	Automatic Generated Check

REPORT.: May 15 18 Tuesday
RUN....: May 15 18 Time: 13:39
Run By.: Daniel Zepeda

LAVTA
Month End Cash Disbursements Report
Prior Period Report for 04-18 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
04-18	020523	04/06/18	CWI01 (CUMMINS WEST, INC- SAN LEAND		41,987.36	.00	41,987.36	Automatic Generated Check
	020524	04/06/18	EME01 (EMERALD LANDSCAPE CO INC)		1,676.00	.00	1,676.00	Automatic Generated Check
	020525	04/06/18	FSX01 (FSX EQUIPMENT, INC)		1,002.87	.00	1,002.87	Automatic Generated Check
	020526	04/06/18	HAN01 (HANSON BRIDGETT MARCUS)		17,355.50	.00	17,355.50	Automatic Generated Check
	020527	04/06/18	IPC01 (IPC (USA) INC)		18,691.60	.00	18,691.60	Automatic Generated Check
	020528	04/06/18	LIV10 (LIVERMORE SANITATION INC)		2,315.68	.00	2,315.68	Automatic Generated Check
	020529	04/06/18	NSC01 (N/S CORPORATION)		1,215.77	.00	1,215.77	Automatic Generated Check
	020530	04/06/18	PLA02 (PLANETERIA MEDIA LLC)		325.00	.00	325.00	Automatic Generated Check
	020531	04/06/18	PRE03 (PREMIER SECURITY SOLNS CO)		329.90	.00	329.90	Automatic Generated Check
	020532	04/06/18	PRO02 (PROFESSIONAL ELECTRIC)		497.00	.00	497.00	Automatic Generated Check
	020533	04/06/18	QUE01 (QUENCH)		507.91	.00	507.91	Automatic Generated Check
	020534	04/06/18	SCF01 (SC FUELS)		18,645.47	.00	18,645.47	Automatic Generated Check
	020535	04/06/18	SHA02 (SHAMROCK OFFICE SOLUTIONS)		26.95	.00	26.95	Automatic Generated Check
	020536	04/06/18	TRI06 (TRI-VALLEY HOSE INC)		17.31	.00	17.31	Automatic Generated Check
	020537	04/06/18	TX133 (SAROJA IYER)		170.00	.00	170.00	Automatic Generated Check
	020538	04/06/18	TX139 (ROBERT MONAGHAN)		546.00	.00	546.00	Automatic Generated Check
	020539	04/06/18	TX174 (MOLLIE BYRD)		40.00	.00	40.00	Automatic Generated Check
	020540	04/06/18	TX191 (ROSE RAHAILA)		8.50	.00	8.50	Automatic Generated Check
	020541	04/06/18	UST01 (UST COMPLIANCE TESTING IN)		120.00	.00	120.00	Automatic Generated Check
	020542	04/06/18	VAL02 (VALLEY PLUMBING HOME)		1,985.58	.00	1,985.58	Automatic Generated Check
	020543	04/20/18	ACT01 (AC TRANSIT DISTRICT)		2,350.92	.00	2,350.92	Automatic Generated Check
	020544	04/20/18	ATT02 (AT&T)		383.59	.00	383.59	Automatic Generated Check
	020545	04/20/18	AVI01 (AMADOR VALLEY INDUSTRIES)		367.77	.00	367.77	Automatic Generated Check
	020546	04/20/18	BRI01 (JIANHUA BAI)		98.33	.00	98.33	Automatic Generated Check
	020547	04/20/18	CIT06 (CITY OF LIVERMORE SEWER)		50.44	.00	50.44	Automatic Generated Check
	020548	04/20/18	DAY02 (DAY & NIGHT PEST CONTROL)		218.00	.00	218.00	Automatic Generated Check
	020549	04/20/18	DIR01 (DIRECT TV)		21.00	.00	21.00	Automatic Generated Check
	020550	04/20/18	FEH01 (FEHR & PEERS)		1,191.75	.00	1,191.75	Automatic Generated Check
	020551	04/20/18	JTH01 (J. THAYER COMPANY)		92.56	.00	92.56	Automatic Generated Check
	020552	04/20/18	KIM02 (KIMLEY-HORN AND ASSOC, INC)		521.35	.00	521.35	Automatic Generated Check
	020553	04/20/18	KKI01 (ALPHA MEDIA LLC)		4,000.00	.00	4,000.00	Automatic Generated Check
	020554	04/20/18	PAC11 (PACIFIC ENVIROMENTAL SERV)		240.00	.00	240.00	Automatic Generated Check
	020555	04/20/18	SCF01 (SC FUELS)		20,000.96	.00	20,000.96	Automatic Generated Check
	020556	04/20/18	SOL01 (SOLUTIONS FOR TRANSIT)		2,083.33	.00	2,083.33	Automatic Generated Check
	020557	04/20/18	STA15 (STATE WATER RESOURCES CONTRO		2,800.00	.00	2,800.00	Automatic Generated Check
	020558	04/20/18	TAX71 (MARY RARIDON)		22.10	.00	22.10	Automatic Generated Check
	020559	04/20/18	TEL01 (TPx COMMUNICATIONS)		2,001.10	.00	2,001.10	Automatic Generated Check
	020560	04/20/18	TX115 (LARRY MENDEZ)		150.03	.00	150.03	Automatic Generated Check
	020561	04/20/18	TX129 (CATHERINE OGLE)		64.39	.00	64.39	Automatic Generated Check
	020562	04/20/18	TX173 (ADELE WRIGHT)		60.56	.00	60.56	Automatic Generated Check
	020563	04/20/18	VAL03 (VALLEY MACHINE SHOP INC)		917.70	.00	917.70	Automatic Generated Check
Total for Bank Account 105 ----->					1,252,976.62	.00	1,252,976.62	
Grand Total of all Bank Accounts ----->					1,252,976.62	.00	1,252,976.62	

REPORT.: May 15 18 Tuesday
 RUN....: May 15 18 Time: 13:40
 Run By.: Daniel Zepeda

LAVTA
 Month End Payable Activity Report
 Prior Period Report for 04-18

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 ID #: PY-AC
 CTL.: WHE

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
04-18	ACT01 (AC TRANSIT DISTRICT)	LOC0681	03/30/18	04/29/18	A	1175.46	ACT01, LOC0000681, FY18 RTC PROGRAM 2ND QTR
		LOC0682	04/02/18	05/02/18	A	1175.46	ACT01, LOC0000682, FY18 RTC PROGRAM 3RD QTR
		Vendor's Total ----->				2350.92	
04-18	AIM01 (AIM TO PLEASE JANITORIAL SE31-MAR-18		04/04/18	05/04/18	A	2713.09	AIM01, 31-MAR-18, MAR-18 JANITORIAL MONTHLY
04-18	AME06 (AMERICAN FIDELITY ASSURANCE	FSA04-18H	03/30/18	04/29/18	A	778.34	AME06, APR-18 FLEXIBLE SPENDING ACCOUNT
		FSA05-18H	04/04/18	05/04/18	A	778.34	AME06, MAY-18 FLEXIBLE SPENDING ACCOUNT
		SUPP04-18H	04/16/18	05/16/18	A	446.04	AME06, APR-18 SUPPLEMENTAL INSURANCE
		Vendor's Total ----->				2002.72	
04-18	ANT01 (ANTAI SOLUTIONS, LLC)	1952	12/20/17	01/19/18	A	450.00	ANT01, 1952, PO #6669 SSL CERT ON EMAIL SERV
04-18	ATT02 (AT&T)	11213488	04/13/18	05/13/18	A	383.59	ATT02, 11213488, PAYER #9391035694 3/13-4/12
04-18	ATT03 (AT&T)	005680403	03/19/18	04/18/18	A	963.79	ATT03, 9005680403, MAR-18 INTERNET PRI
04-18	AVI01 (AMADOR VALLEY INDUSTRIES)	672760	03/31/18	04/30/18	A	367.77	AVI01, 672760, MAR-18 GARBAGE PICK UP SERVIC
04-18	BAI01 (JIANHUA BAI)	4-11-18RE	04/18/18	05/18/18	A	98.33	BAI01, REIMBURSE FOR JACKET DAMAGED ON WHEEL
04-18	BRO03 (KARLA SUE BROWN)	MAR-2018H	04/01/18	05/01/18	A	100.00	BRO03, MAR-18 BOD STIPEND
04-18	CAL04 (CALIFORNIA WATER SERVICE)	198031918H	03/19/18	04/18/18	A	74.14	CAL04, 0198655555, BUS WASH 2/16-3/16/18
		257033018H	03/30/18	04/29/18	A	51.71	CAL04, 2575555555, TC FIRE 4/1-4/30/18
		361040318H	04/03/18	05/03/18	A	105.99	CAL04, 3616555555, TC WATER 3/1-4/2/18
		461040318H	04/03/18	05/03/18	A	300.89	CAL04, 4616555555, TC IRRG. 3/1-4/2/18
		475033018H	03/30/18	04/29/18	A	68.95	CAL04, 4755555555, MOA FIRE 4/1-4/30/18
		575033018H	03/30/18	04/29/18	A	68.95	CAL04, 5755555555, CONTRACTOR FIRE 4/1-4/30/18
		909031918H	03/19/18	04/18/18	A	544.61	CAL04, 9098655555, MOA WATER 2/16-3/16/18
		Vendor's Total ----->				1215.24	
04-18	CAL13 (CALIFORNIA TRANSIT)	312018MAR	04/05/18	05/05/18	A	445.09	CAL13, 31-2018-MAR, MAR-18 INSURANCE CLAIMS
04-18	CAL15 (CALTRONICS BUSINESS SYS)	2478298H	03/20/18	04/19/18	A	269.15	CAL15, 2478298, BIZHUB THRU 3/16/18
		2480439H	03/22/18	04/21/18	A	35341.28	CAL15, 2480439, PO #6575 NEW BIZHUB-C2070
		2482168H	03/26/18	04/25/18	A	324.64	CAL15, 2482168, PO #6666 STAPLES FOR NEW BIZ
		Vendor's Total ----->				35935.07	
04-18	CAP01 (CAPTURE TECHNOLOGIES INC)	52038H	03/27/18	04/26/18	A	600.00	CAP01, 52038, PO #6595 TROUBLESHOOT CAMERAS-
04-18	CEW01 (CHARLES E. WALKER)	2018B	02/24/18	03/26/18	A	900.00	CEW01, 2018B, PO #6670 PROCUREMENT FILES REV
04-18	CIT06 (CITY OF LIVERMORE SEWER)	BW032018	03/20/18	04/19/18	A	29.67	CIT06, 138143-00, BUS WASH 2/20-3/20/18
		TC041018	04/10/18	05/10/18	A	50.44	CIT06, 133389-00, TRANSIT CENTER 3/13-4/10/18
		MOA032018	03/20/18	04/19/18	A	180.02	CIT06, 133294-00, MOA SEWER 2/20-3/20/18
		Vendor's Total ----->				260.13	
04-18	CIT07 (CITY OF LIVERMORE - WATER)	361032018H	03/20/18	04/19/18	A	48.63	CIT07, 139361-00, ATLANTIS SEWER 2/20-3/20/18
		388040318H	04/03/18	05/03/18	A	145.69	CIT07, 139388-00, BUS WASH 3/6-4/3/18
		399032018H	03/20/18	04/19/18	A	19.75	CIT07, 139399-00, ATLANTIS SEWER 2/20-3/20/18
		430032018H	03/20/18	04/19/18	A	148.50	CIT07, 138430-01, ATLANTIS INDOOR 2/20-3/20/18
		431040318H	04/03/18	05/03/18	A	36.53	CIT07, 138431-00, ATLANTIS IRRG. 3/6-4/3/18
		432032018H	03/20/18	04/19/18	A	13.49	CIT07, 138432-00, ATLANTIS FIRE 2/20-3/20/18
		Vendor's Total ----->				412.59	
04-18	COR01 (CORBIN WILLITS SYSTEMS)	B803151	03/15/18	04/14/18	A	239.45	COR01, B803151, MAR-18 SERVICE
04-18	CWI01 (CUMMINS WEST, INC- SAN LEAN	021-31330	03/23/18	04/22/18	A	41987.36	CWI01, 021-31330, PO #6614 REPLACE ESS MODUL
04-18	DAY02 (DAY & NIGHT PEST CONTROL)	132904	03/30/18	04/29/18	A	218.00	DAY02, 132904, 3/30/18 RUTAN SERVICE
04-18	DEL05 (ALLIED ADMIN/DELTA DENTAL)	MAY-2018H	04/25/18	05/25/18	A	1918.87	DEL05, MAY-18 DENTAL INSURANCE

REPORT.: May 15 18 Tuesday
 RUN....: May 15 18 Time: 13:40
 Run By.: Daniel Zepeda

LAVTA
 Month End Payable Activity Report
 Prior Period Report for 04-18

PAGE: 002
 ID #: PY-AC
 CTL.: WHE

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
04-18	DIR01 (DIRECT TV)	959332908	04/11/18	05/11/18	A	21.00	DIR01, 33959332908, APR-18 SERVICE
04-18	DIR02 (DIRECT DEPOSIT OF PAYROLL C	20180323H	04/01/18	05/01/18	A	35379.83	DIR02, PR DIRECT DEPOSIT 3/10-3/23/18
		20180406H	04/13/18	05/13/18	A	34101.08	DIR02, PR DIRECT DEPOSIT 3/24-4/6/18
		20180420H	04/26/18	05/26/18	A	37146.87	DIR02, PR DIRECT DEPOSIT 4/7-4/20/18
	Vendor's Total					106627.78	
04-18	EFT01 (ELECTRONIC FUND TRANFERS)	20180331H	04/01/18	05/01/18	A	.12	EFT01, 2018 1ST QTR FEDERAL TAX RETURN
		20180406H	04/13/18	05/13/18	A	5710.60	EFT01, FEDERAL TAX 3/24-4/6/18
		20180420H	04/26/18	05/26/18	A	6850.70	EFT01, FEDERAL TAX 4/7-4/20/18
	Vendor's Total					12561.42	
04-18	EME01 (EMERALD LANDSCAPE CO INC)	310709	04/01/18	05/01/18	A	1226.00	EME01, 310709, APR-18 LANDSCAPING SERVICES
		311316	03/29/18	04/28/18	A	450.00	EME01, 311316, PO #6640 IRRIGATION REPAIR-AT
	Vendor's Total					1676.00	
04-18	EMP01 (EMPLOYMENT DEVEL DEPT)	20180323H	04/01/18	05/01/18	A	2399.08	EMP01, STATE TAX 3/10-3/23/18
		20180406H	04/13/18	05/13/18	A	2312.97	EMP01, STATE TAX 3/24-4/6/18
		20180420H	04/26/18	05/26/18	A	2676.61	EMP01, STATE TAX 4/7-4/20/18
	Vendor's Total					7388.66	
04-18	FEH01 (FEHR & PEERS)	121688	04/18/18	05/18/18	A	1191.75	FEH01, 121688, RFP 2017-15 GO DUBLIN 2/24-3/
04-18	FSX01 (FSX EQUIPMENT, INC)	44224	03/22/18	04/21/18	A	1002.87	FSX01, 44224, PO #6662 BUS TRAP PARTS-REPLAC
04-18	HAN01 (HANSON BRIDGETT MARCUS)	1208916	02/28/18	03/30/18	A	4313.00	HAN01, 1208916, JAN-18 CONTRACT LEGAL FEES
		1208917	02/28/18	03/30/18	A	13042.50	HAN01, 1208917, JAN-18 ADMIN LEGAL FEES
	Vendor's Total					17355.50	
04-18	HAU01 (DAVID HAUBERT)	MAR-2018H	04/01/18	05/01/18	A	100.00	HAU01, MAR-18 BOD STIPEND
04-18	IPC01 (IPC (USA)INC)	196252452	03/30/18	04/29/18	A	18691.60	IPC01, 196252452, 3/30/18 FUEL DELIVERY
04-18	JTH01 (J. THAYER COMPANY)	1239201-0	04/06/18	05/06/18	A	92.56	JTH01, 1239201-0, 4/6/18 PRINTING PAPER
04-18	KIM02 (KIMLEY-HORN AND ASSOC,INC)	10872699	02/28/18	03/30/18	A	521.35	KIM02, 10872699, PO #6172 LAVTA BUS STOP IMP
04-18	KKI01 (ALPHA MEDIA LLC)	180389295	03/31/18	04/30/18	A	4000.00	KKI01, CC-1180389295, 3/12-3/25/18 RADIO ADS
04-18	LIV10 (LIVERMORE SANITATION INC)	979936	04/01/18	05/01/18	A	2315.68	LIV10, 979936, MAR-18 GARBAGE SERVICE
04-18	MER01 (MERCHANT SERVICES)	TC033118H	04/01/18	05/01/18	A	111.94	MER01, MAR-18 TRANSIT CENTER CC FEES
		MOA033118H	04/01/18	05/01/18	A	123.38	MER01, MAR-18 MOA CC FEES
	Vendor's Total					235.32	
04-18	MOR02 (VANESSA MORENO)	0108-0318H	04/05/18	05/05/18	A	39.46	MOR02, JAN-MAR 18 TRAVEL REIMBURSE
		0905-1227H	04/05/18	05/05/18	A	56.82	MOR02, SEPT-DEC 17 TRAVEL REIMBURSE
	Vendor's Total					96.28	
04-18	MTM01 (MEDICAL TRANSPORTATION MANA	FEB-2018H	03/09/18	04/08/18	A	106508.30	MTM01, FEB-18 MONTHLY SERVICE
		MTM112104H	04/05/18	05/05/18	A	4116.00	MTM01, MTM-112104 3/21-4/3/18
		MTM112105H	04/18/18	05/18/18	A	3178.00	MTM01, MTM-112105, 4/4-4/17/18
	Vendor's Total					113802.30	
04-18	MUT01 (MUTUAL OF OMAHA)	MAY-2018H	04/18/18	05/18/18	A	943.97	MUT01, MAY-18 LIFE & LTD INSURANCE
04-18	MVT01 (MV TRANSPORTATION, INC.)	82122H	04/02/18	05/02/18	A	347235.80	MVT01, 82122, APR-18 1ST INSTALL PAYMENT
		82123H	04/02/18	05/02/18	A	347235.80	MVT01, 82123, APR-18 2ND INSTALL PAYMENT
		FEB-2018H	03/05/18	04/04/18	A	22562.74	MVT01, FEB-18 FIXED ROUTE SERVICE
	Vendor's Total					717034.34	
04-18	NEL01 (NELSON\NYGAARD CONSULTING A	71674H	03/15/18	04/14/18	A	13030.41	NEL01, 71674, FEB-18 DUBLIN TRANSIT SERVICE

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Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
04-18	NEL01 (NELSON\NYGAARD CONSULTING A	71850H	04/13/18	05/13/18	A	11307.33	NEL01, 71850, MAR-18 DUBLIN TRANSIT SERVICE
			Vendor's Total ----->			24337.74	
04-18	NSC01 (N/S CORPORATION)	0086961IN	03/22/18	04/21/18	A	1215.77	NSC01, 0086961-IN, PO #6656 REPLACE BUS WASH
04-18	PAC01 (AT&T)	ATT030718H	03/07/18	04/06/18	A	33.12	PAC01,ACCT #232-351-6260, CONTRACTOR FIRE 3/
		ATT031118H	03/11/18	04/10/18	A	352.38	PAC01,ACCT #436-951-0106, ATLANTIS T1 3/11-4
		ATT031318H	03/13/18	04/12/18	A	162.65	PAC01,ACCT #925-243-9029, ATLANTIS ALARM 3/1
			Vendor's Total ----->			548.15	
04-18	PAC02 (PACIFIC GAS AND ELECTRIC)	580033018H	03/30/18	04/29/18	A	5680.44	PAC02, 5809326332-3, MOA ELECTRIC 3/1-3/29/1
		606032918H	03/29/18	04/28/18	A	2066.61	PAC02, 6062256368-6, ATLANTIS 2/28-3/28/18
		726032118H	03/21/18	04/20/18	A	564.46	PAC02, 7264840356-5, RAPID BUS STOPS 2/20-3/
		764031318H	03/13/18	04/12/18	A	107.77	PAC02, 7649646868-7, DOOLAN TWR 2/9-3/12/18
		900031418H	03/14/18	04/13/18	A	2738.84	PAC02, 9007202117-4, MOA GAS 2/10-3/13/18
			Vendor's Total ----->			11158.12	
04-18	PAC11 (PACIFIC ENVIROMENTAL SERV)	1345	04/12/18	05/12/18	A	120.00	PAC11, 1345, MAR-18 RUTAN MONTHLY SERVICES
		1346	04/12/18	05/12/18	A	120.00	PAC11, 1346, MAR-18 ATLANTIS MONTHLY SERVICE
			Vendor's Total ----->			240.00	
04-18	PEN01 (JERRY PENTIN)	MAR-2018H	04/01/18	05/01/18	A	100.00	PEN01, MAR-18 BOD STIPEND
04-18	PER01 (PERS)	20180323CH	04/01/18	05/01/18	A	3094.78	PER01, PERS CLASSIC CONTRIBUTIONS 3/10-3/23/
		20180323NH	04/01/18	05/01/18	A	3151.85	PER01, PERS NEW CONTRIBUTIONS 3/10-3/23/18
		20180406CH	04/13/18	05/13/18	A	3094.78	PER01, PERS CLASSIC CONTRIBUTIONS 3/24-4/6/1
		20180406NH	04/13/18	05/13/18	A	3151.84	PER01, PERS NEW CONTRIBUTIONS 3/24-4/6/18
		20180420CH	04/26/18	05/26/18	A	3094.78	PER01, PERS CLASSIC CONTRIBUTIONS 4/7-4/20/1
		20180420NH	04/26/18	05/26/18	A	3151.85	PER01, PERS NEW CONTRIBUTIONS 4/7-4/20/18
			Vendor's Total ----->			18739.88	
04-18	PER03 (CAL PUB EMP RETIRE SYSTM)	MAY-2018H	04/14/18	05/14/18	A	34019.08	PER03, MAY-18 HEALTH INSURANCE
04-18	PER04 (CALPERS RETIREMENT SYSTEM)	20180323H	04/01/18	05/01/18	A	688.06	PER04, PERS 457 CONTRIBUTIONS 3/10-3/23/18
		20180406H	04/13/18	05/13/18	A	788.06	PER04, PERS 457 CONTRIBUTIONS 3/24-4/6/18
		20180420H	04/25/18	05/25/18	A	788.20	PER04, PERS 457 CONTRIBUTIONS 4/7-4/20/18
			Vendor's Total ----->			2264.32	
04-18	PLA02 (PLANETERIA MEDIA LLC)	15478	03/15/18	04/14/18	A	325.00	PLA02, 15478, PO #6567 WEB HOSTING MAR-18
04-18	PRE03 (PREMIER SECURITY SOLNS CO)	1803-140	03/19/18	04/18/18	A	329.90	PRE03, 1803-140, PO #6664 REPLACE LOW BATTER
04-18	PRO02 (PROFESSIONAL ELECTRIC)	1952	03/20/18	04/19/18	A	497.00	PRO02, 1952, PO #6660 REPAIR HIGHBAY LIGHTIN
04-18	QUE01 (QUENCH)	01142346	04/01/18	05/01/18	A	507.91	QUE01, 01142346, QUENCH 730 & QUENCH 810 YR
04-18	SCF01 (SC FUELS)	3542148	03/23/18	04/22/18	A	18645.47	SCF01, 3542148, 3/23/18 FUEL DELIVERY
		3555633	04/12/18	05/12/18	A	20000.96	SCF01, 3555633, 4/12/18 FUEL DELIVERY
			Vendor's Total ----->			38646.43	
04-18	SHA02 (SHAMROCK OFFICE SOLUTIONS)	332481	03/26/18	04/25/18	A	26.95	SHA02, 332481, FRONT DESK PRINTER 2/28-3/29/
04-18	SHE05 (SHELL)	APR-2018H	04/05/18	05/05/18	A	122.81	SHE05, APR-18 STATEMENT
04-18	SOL01 (SOLUTIONS FOR TRANSIT)	18-0405LA	04/05/18	05/05/18	A	2083.33	SOL01, 18-0405LAVTA, MAR-18 CLIPPER ANALYSIS
04-18	SPE04 (STEVEN G. SPEDOWFSKI)	MAR-2018H	04/01/18	05/01/18	A	200.00	SPE04, MAR-18 BOD STIPEND
04-18	STA01 (STATE COMPENSATION FUND)	APR-2018H	03/22/18	04/21/18	A	2141.67	STA01, APR-18 WORKER'S COMP PREMIUM
04-18	STA04 (STATE BOARD OF)	QTR1-2018H	04/01/18	05/01/18	A	1826.88	STA04, 2018 1ST QTR STORAGE TANK MAINT FEE
04-18	STA05 (STATE BOARD OF EQUAL)	QTR1-2018H	04/01/18	05/01/18	A	1014.60	STA05, 2018 1ST QTR EXEMPT BUS DIESEL FUEL T

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04-18	STA13 (STAPLES CREDIT PLAN)	APR-2018H	04/08/18	05/08/18	A	561.96	STA13, APR-18 CC STATEMENT
04-18	STA15 (STATE WATER RESOURCES CONTR	SW0148926	04/01/18	05/01/18	A	1400.00	STA15, SW-0148926, 2018 ANNUAL PERMIT #32992
		SW0148986	04/01/18	05/01/18	A	1400.00	STA15, SW-0148986, 2018 ANNUAL PERMIT #32998
	Vendor's Total ----->					2800.00	
04-18	TAX07 (ASMA SYEDA)	0403-0407H	04/30/18	05/30/18	A	72.46	TAX07, PARATAXI REIMBURSE 4/3-4/7/18
04-18	TAX14 (KAREN ADAMS)	0402-0409H	04/30/18	05/30/18	A	104.76	TAX14, PARATAXI REIMBURSE 4/2-4/9/18
04-18	TAX32 (SUE TSANG)	0205-0329H	04/30/18	05/30/18	A	348.30	TAX32, PARATAXI REIMBURSE 2/5-3/29/18
04-18	TAX67 (CHRISTEL RAGER)	0205-0215H	04/30/18	05/30/18	A	119.85	TAX67, PARATAXI REIMBURSE 2/5-2/15/18
04-18	TAX71 (MARY RARIDON)	0402-0403	04/18/18	05/18/18	A	22.10	TAX71, PARATAXI REIMBURSE 4/2-4/3/18
04-18	TAX72 (JUSTIN HART)	0301-0330H	04/30/18	05/30/18	A	200.00	TAX72, PARATAXI REIMBURSE 3/1-3/30/18
04-18	TAX91 (VIVIAN MARIE MILLER)	0301-0331H	04/30/18	05/30/18	A	200.00	TAX91, PARATAXI REIMBURSE 3/1-3/31/18
04-18	TEL01 (TPx COMMUNICATIONS)	101762479	03/31/18	04/30/18	A	2001.10	TEL01, 101762479-0, 4/1-4/30/18 SERVICE
04-18	TRIO6 (TRI-VALLEY HOSE INC)	86548	03/28/18	04/27/18	A	17.31	TRIO6, 86548, PO #6674 REPLACE BUS WASH PART
04-18	TX113 (RODGER RAGER)	0317-0327H	04/30/18	05/30/18	A	103.30	TX113, PARATAXI REIMBURSE 3/17-3/27/18
04-18	TX115 (LARRY MENDEZ)	0102-0418	04/18/18	05/18/18	A	150.03	TX115, PARATAXI REIMBURSE 1/2-4/18/18
04-18	TX123 (OLGA PRINZ)	0208-0331H	04/30/18	05/30/18	A	140.25	TX123, PARATAXI REIMBURSE 2/8-3/31/18
04-18	TX129 (CATHERINE OGLE)	0320-0331	04/18/18	05/18/18	A	64.39	TX129, PARATAXI REIMBURSE 3/20-3/31/18
04-18	TX133 (SAROJA IYER)	0204-0320	04/05/18	05/05/18	A	170.00	TX133, PARATAXI REIMBURSE 2/4-3/20/18
04-18	TX139 (ROBERT MONAGHAN)	1219-0315	04/05/18	05/05/18	A	546.00	TX139, PARATAXI REIMBURSE 12/19/17-3/15/18
04-18	TX152 (ALBERTA PILLIOD)	3-15-18H	04/05/18	05/05/18	A	20.00	TX152, PARATAXI REIMBURSE 3/15/18
04-18	TX161 (JYOTSNA MEHTA)	1208-0323H	04/05/18	05/05/18	A	192.77	TX161, PARATAXI REIMBURSE 12/8/17-3/23/18
04-18	TX173 (ADELE WRIGHT)	0303-0408	04/18/18	05/18/18	A	60.56	TX173, PARATAXI REIMBURSE 3/3-4/8/18
04-18	TX174 (MOLLIE BYRD)	3-25-18	04/05/18	05/05/18	A	40.00	TX174, PARATAXI REIMBURSE 3/25/18
04-18	TX177 (MARILYN LANE)	0306-0328H	04/05/18	05/05/18	A	81.60	TX177, PARATAXI REIMBURSE 3/6-3/28/18
04-18	TX191 (ROSE RAHAILA)	3-22-18	04/05/18	05/05/18	A	8.50	TX191, PARATAXI REIMBURSE 3/22/18
04-18	UST01 (UST COMPLIANCE TESTING IN)	4024	03/23/18	04/22/18	A	120.00	UST01, 4024, PO #6663 L-7 FUEL ALARM-ATLANTI
04-18	VAL02 (VALLEY PLUMBING HOME)	125308	03/20/18	04/19/18	A	162.09	VAL02, 125308, PO #6668 HALLWAY CEILING LEAK
		125317	03/23/18	04/22/18	A	987.24	VAL02, 125317, PO #6668 HALLWAY CEILING LEAK
		125346	03/21/18	04/20/18	A	836.25	VAL02, 125346, PO #6659 REPAIR BACKFLOW-RUTA
	Vendor's Total ----->					1985.58	
04-18	VAL03 (VALLEY MACHINE SHOP INC)	11623	04/13/18	05/13/18	A	917.70	VAL03, 11623, PO #6676 INSTRUMENT MOUNTS FOR
04-18	VER01 (VERIZON WIRELESS)	804046101H	03/22/18	04/21/18	A	1338.09	VER01, 9804046101, CELL & WIFI SERVICE 2/23-
04-18	VSP01 (VSP)	APR-2018H	04/15/18	05/15/18	A	512.04	VSP01, APR-18 VISION INSURANCE
		MAY-2018H	04/25/18	05/25/18	A	512.04	VSP01, MAY-18 VISION INSURANCE
	Vendor's Total ----->					1024.08	

Total of Purchases -> -----
1252976.62
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AGENDA

ITEM 6

STAFF REPORT

SUBJECT: LAVTA's Operating & Capital Budget for FY 2019

FROM: Tamara Edwards, Director of Finance

DATE: May 29, 2018

Discussion

Attached for your review is the draft LAVTA Operating Budget for FY 2019 (July 1, 2018 through June 30, 2019). The operating budget includes revenues and expenses required to operate fixed route, Dial-a-Ride, and other projects such as Go Dublin, the shared autonomous vehicles and the Rail Authority. The total operating budget of \$20,573,995 reflects an overall increase of 12.02% from the FY 2018 budget. This is broken down as an increase of 8.6% in the fixed route budget, an increase in the paratransit budget of 4.4%, a decrease in the SAV/Go Dublin budget of 2.5%, and an increase in the Rail Authority budget of 39%. A large portion of these projects are covered by dedicated grants and allocations. The operating budget was balanced without the need to drawdown from the LAVTA reserve funds. Additionally the FY2019 Capital Budget has been enclosed for your review.

Planning for the FY 2019 budget again utilized a system wide approach to clearly align the budget with the mission, vision and goals established in the Strategic Plan.

Operating Budget Provisions

The largest budget line items for LAVTA are purchased transportation and fuel. This year's budget reflects the contracted increase in Paratransit. Additionally, in FY 18 LAVTA entered into a three year contract for Fixed Route that begins in FY 19. Being a new contract with additional provisions the contract amount increased more than it would have had it been a continuing contract. For FY18 LAVTA budgeted \$2.35 per gallon for fuel, however the average price per gallon that LAVTA paid in FY 18 (to date) is \$2.17. However, with anticipated fuel price increases the amount per gallon for FY 19 was budgeted at \$2.70 per gallon. Additionally, the amount budgeted for fuel taxes increased to reflect new legislation.

The budget does not reflect any grant awards not currently in hand. The reason behind this involves the timing of grant applications and awards. Many awards will be announced after the beginning of the fiscal year, rather than budget based on an assumption of receiving the awards and then backfilling if awards are not received, LAVTA budgets based on what is in hand and then adds additional funds to our reserve account at the end of the year from the grants received. Once grants have been applied for and received staff will update the Board in regard to the additional revenues.

At the meeting, staff will review with the committee the line item budgets for revenues and expenses, highlighting changes from the prior year budget and areas of particular importance.

Recommendation

Review the final Operating and Capital Budget for FY 2019 and recommend to the Board for approval.

Attachments:

1. Operating and Capital Budget FY 2019
2. Resolution 15-2018 Operating and Capital Budget FY2019

WHEELS
Livermore Amador Valley Transit Authority
Fiscal Year 2019
Budget Message

Summary Outlook for FY2019

LAVTA's FY2019 Budget is \$20,573,995 which is 12.02% higher than FY2018. The draft budget assumes LAVTA will provide 137,616 fixed route service hours and 58,000 paratransit trips. The Budget for FY2019 continues to comply with the Board's policy to maintain reserves equivalent to 3-6 months of operating costs.

FY2019's major highlight will be a continuing focus on increasing ridership through improved customer service and skilled marketing. All operators in FY2019 will complete the new MV Platinum Customer Connection course and will participate in monthly safety meetings where the concepts will be reinforced. In FY2019 the LAVTA Marketing Department will continue individualized marketing on Rapid routes, will finish the rebranding of Wheels buses and replace bus signs with the new Wheels logo. Finally, the LAVTA website will be refreshed for ease of use. With planning the agency will finish the Comprehensive Paratransit Study and the agency's Fare Study with recommendations to be considered by the Board of Directors. Additionally, the agency has plans to conduct a review of the bus system redesign and perform strategic planning. Also under consideration will be the second year of the Go Dublin pilot. Finally, LAVTA staff will continue to provide administrative support for the Tri-Valley – San Joaquin Valley Regional Rail Authority and manage partners participating in the shared autonomous vehicle project.

Medical Transportation Management continues to improve the agency's brokerage paratransit services and continues to deliver a high level of on-time performance and overall service.

After multiple years of bus procurement and farebox upgrades, LAVTA's capital program in FY2019 will focus on several high priority projects, including the relocation and renovation of the Historic Depot in Livermore at the LAVTA Transit Center, to include additional renovations to the LAVTA Transit Center thanks to a FTA 5339 grant award. Other capital projects include a Rapid bus stop upgrade on the 30R on North Canyons Blvd in Livermore, the Rapid bus stop upgrade on the 10R in Pleasanton on Santa Rita, the completion of a transit signal priority project on the Rapid system and the general upgrade of several Wheels bus shelters within the LAVTA system.

As the transit agency enters into FY2019, its activities will occur against the backdrop of an economy continuing to gain momentum. FAST ACT, the approved federal transportation bill, provides relatively flat, but stable funding for the next several years. State funding has been improved through recently approved SB1 funding. At the local level the region's Metropolitan Planning Organization is continuing to fund Regional Measure 2 funding for Route 30R, derived from bridge toll fees. Staff will continue to watch the performance of

the route for future compliance with performance requirements. This is a sign of the times in which public transit must focus on improved performance or anticipate a reduction in funding.

FY18 Perspective

Before discussing FY2019, it is useful to briefly recap this last year. LAVTA's FY2018 Budget was \$18,365,924 million, which was 6.02% higher than FY17. For the seventh consecutive year, no fare increases were implemented. LAVTA was also able to comply with the Board's policy to maintain reserves equivalent to 3-6 months of operating costs.

FY2018's major service highlight continued to be the development of ridership from the August 2016 bus system redesign, with the ridership goal being a 5% - 10% increase by February 2018. Notably in February of 2018 the ridership was 5% higher than in February of 2016, with average weekday ridership up 7.37%. Additionally, the Go Dublin pilot carried approximately 1,000 rides per month. During FY2018 a significant labor shortage emerged that had minor effects on the fixed route system and some fairly major effects on the paratransit system, which experienced significant degradation of on-time performance. However, by the close of FY2018 contractors for both the fixed route system and the paratransit system had hired sufficient numbers of operators to return to normal.

The capital program had several areas of focus in regard to major capital projects, including the move and beginning of the restoration process of the Historic Depot to the LAVTA Transit Center in Livermore, the beginning of the Rapid bus stop project on North Canyons Blvd in Livermore, the beginning of the Rapid bus stop project on Santa Rita Rd in Pleasanton, the installation of three queue jumps on Dublin Blvd in Dublin and the planning work for the near future transit signal priority project on the Rapid system.

Accomplishments in FY18

In addition to the on-going workload of the agency, staff was busy this year on the following issues and projects.

Policy Related Matters

- Adopted 2018 Legislative Program and sponsored key legislation, including AB1444 (Baker), which authorized the testing of the agency's shared autonomous vehicle on public streets in Dublin.

- AB758 (Eggman/Baker), which created the Tri-Valley – San Joaquin Valley Regional Rail Authority.

- Provided administrative support for the Altamont Regional Rail Working Group and the first six meetings of the Tri-Valley – San Joaquin Valley Regional Rail Authority.

Fixed Route Service

- Monitored the continuing ridership increases on fixed route system

- Completed the annual survey to assess customer satisfaction of fixed route services

- Rebid the Operations and Maintenance Contract, a major effort that resulted in a new contract with MV Transportation, Inc.

- Continued service to the Livermore July 4 fireworks event

Continued service to Pleasanton and Dublin summer school
Extended service during the Alameda County Fair

Paratransit Service

Completed the annual survey to assess customer satisfaction of paratransit services
Completed third full year with new contractor, MTM
Continued efforts to negotiate trips, optimize trips, and conduct eligibility interviews.

Capital Projects

Initiated Rapid bus stop project on North Canyons Blvd in Livermore
Coordinated with Livermore staff to relocate the historic train depot
Initiated the Rapid bus stop project on Santa Rita Rd in Pleasanton
Initiated the transit signal priority project on Rapid routes

Marketing

Conducted individualized marketing on Santa Rita in Pleasanton resulting in a 16% ridership increase in the project area.

Rebranded the Wheels bus graphic design and installed the design on majority of

Wheels buses

Installed art shelter in Livermore
Participated in the approval process of the Transit Pass at Las Positas College
Provided marketing assistance to ACTC with the Measure BB Student Pass Pilot
Completed the Try Transit campaign for middle and high school riders
Provided marketing for Go Dublin pilot
Continued marketing efforts, including social media marketing for the Rapid and Wheels bus system
Created brochure for consideration of AB 1444 by Governor Brown
Created logo, brochure, and website for Tri-Valley – San Joaquin Valley Regional Rail Authority

Audits/Reviews

Completed the annual Financial Audit (CAFR)

Financial Management

Continued grants status reports to the Board
Received GFOA's Award of Excellence for Financial Reporting for FY17 CAFR
Leased portion of Atlantis to Google for bus storage

Procurement

Bid bus stop improvement project
Bid on-call creative, design and media strategy services
Bid transit signal priority equipment and installation

Personnel

Recruited for Director of Planning and Operations position

Recruited for Manager Customer Service and Contract Oversight
Hired multiple interns in marketing and planning
Continued to improve agency management practices

Major Features of FY2019's Operating Revenues

Looking forward to next year's budget, this section outlines what staff sees forthcoming on the revenue side. LAVTA's primary revenue source is TDA, which is projected by Alameda County's forecasters to increase slightly.

Another critical revenue source is STA funding. The volatile nature of diesel fuel sales and prices underscore that LAVTA has been wise in how we budget our STA revenues. In the past few years, our strategy was to place all STA expected upcoming year's revenues into reserves and base the budget on the previous year's actuals. This strategy has proven to be successful, removing significant risk from our Budget. In FY2019, staff recommends that we continue this strategy by placing expected FY2019 STA revenues in reserves and spending the FY2018 revenues which were distributed to us. LAVTA is expecting an increase in FY2019 STA revenues thanks in part to the passage of SB1.

Major Features of FY19's Operating Expenditures

The expenditure budget for FY2019 is \$20,573,995, which is \$1,645,510 more (12.02) than the budget for FY18. The rebid in the MV Transportation contract for operations and maintenance of the fixed route system resulted in an increase of 8.44% over FY 2018. The increase in paratransit trip costs from \$32.35 to \$33.00 also account for increases to the FY2019 budget. Similar to the revenue side, LAVTA's expenditure side is also driven by a handful of sources. For example, the O&M contracts, diesel fuel, taxes, utilities, and insurance make up about 80% of LAVTA's expenditures. Major issues regarding expenditures are described below.

O&M Services: FY2019 marks the first year of the multi-year contract for fixed route O&M services to MV Transportation, and the second optional year for paratransit services to MTM. Per the contract bids submitted, the MV costs will escalate 8.44% next year over FY2018 and MTM per trip costs will escalate 2%.

Fuel Prices: For FY2019, fuel is assumed to be \$2.70 per gallon, which is 13% more than what was assumed last year. Total fuel costs and taxes on fuel are approximately \$1.64 million, or about 8% of total spending.

Personnel Costs: The FY2019 budget assumes one additional FTE to the 14 FTEs currently at the agency, with staff currently evaluating job descriptions and positions to make a recommendation to the LAVTA Board. As in prior years, LAVTA's directors will continue to implement merit-based increases based on staff's performance evaluations.

Administrative Costs: Staff is proposing a FY2019 Budget that keeps most budgeted line items, which staff has some control over, similar to the amounts in the FY2018 Budget.

Major Features of the Capital Budget

The Capital Budget is expected to decrease by \$14.6 million over last year. Last year, themes that dominated the Capital Budget will continue through FY2019. They are (1) a continued emphasis on a State of Good Repair (SGR), and (2) continued improvements that decrease trip time and increase reliability on the Rapid corridors, as well as upgraded and attractive Rapid stops.

Strategic Plan Guidance and Projects for FY2019

The Wheels Strategic Plan establishes an overall vision and mission for Wheels and contains a series of goals and strategies to guide the future development of services and projects. Here's the goals and strategies and projects for FY2019:

Goal: Service Development

Strategies:

- (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.

Projects:

- (1) Conduct analysis of bus system and engage in strategic planning
- (2) Finish Comprehensive Paratransit Study
- (3) Finish and implement recommendations of Fare Study
- (4) Continued participation with Tri-Valley – San Joaquin Valley Regional Rail Authority
- (5) Explore continued partnership with transit network companies
- (6) Conduct testing through partners with shared autonomous vehicle

Goal: Marketing and Public Awareness

Strategies:

- (1) Continue to build the Wheels brand image identity and value for customers
- (2) Improve the public image and awareness of Wheels
- (3) Increase 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

Projects:

- (1) Continue individualized marketing on Rapid corridors
- (2) Finish rebranding of Wheels buses
- (3) Install new bus stop signs with rebranded Wheels logo/design
- (4) Continue ridership development at Las Positas College
- (5) Continue ridership development at schools participating in the ACTC Measure BB Student Pass Pilot
- (6) Redesign Wheels website
- (7) Continued development of Transit app as it relates to Wheels functionality
- (8) Continue targeted social media and mass promotion tools

Goal: Community and Economic Development

Strategies:

- (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 and requirements

Projects:

- (1) Continue support with the Livermore Transit Center Historic Train Depot and future TOD Development
- (2) Assist City of Dublin in developing transit management association with new TOD develop on Dublin Blvd

Goal: Regional Leadership

Strategies:

- (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

Projects:

- (1) Advocate for positions taken by LAVTA on FY2019 Legislative Plan
- (2) Continue to support with the Tri-Valley – San Joaquin Valley Regional Rail Authority
- (3) Manage partners and regional interests in Go Dublin pilot and the shared autonomous vehicle project

Goal: Organizational Effectiveness

Strategies:

- (1) Promote system wide continuous quality improvement

- (2) Continue to expand the partnership with contract staff
- (3) HR development with focus on employee quality of life and strengthening of technical resources
- (4) Enhance and improve organizational structures, processes and procedures
- (5) Develop policies that hold Board and staff accountable, providing clear direction through sound policy making decisions.

Projects:

- (1) Create improved contract management process for fixed route operator, paratransit operator and other agency contractors.
- (2) Continue to emphasize and support training of employees to improve their technical expertise.
- (3) Continue to perform annual salary study to ensure competitive wages and benefits.
- (4) Continue to look at staff job descriptions and staffing levels compared to agency projects and requirements to ensure success.

Goal: Financial Management

Strategies:

- (1) Develop budget in accordance with strategic plan
- (2) Explore and develop revenue generating opportunities
- (3) Maintain fiscally responsible long range capital and operating plans

Projects:

- (1) Approve FY19 budget with emphasis on growing ridership and providing support for innovative projects
- (2) Achieve continuing recognition for financial management excellence
- (3) Continue to explore potential revenue sources for supporting agency activities, such as cell tower rents, and facilities leasing opportunities.

Summary

To summarize, this FY2019 Budget supports 137,616 hours of fixed route service and 58,000 paratransit trips for next year. The Budget assumes that fares are not raised.

At the end of FY19, the forecast is to have \$14.6 million in reserves. In January 2009, the Board adopted a policy to gradually build up reserves, targeting a range of 3 to 6 months of operating expenses, and attaining this goal by the end of FY2012. The FY2012 Budget achieved that goal and the Budgets since then continue to maintain it.

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OPERATING REVENUES

LAVTA services are supported by two primary types of operating revenues:

- Revenues generated by the agency either through the provision of transit service (farebox and contract fares) or through supplementary activities such as advertising and ticket concessions.
- Federal, State and Local transportation funding assistance programs including Transportation Development Act (TDA), State Transit Assistance (STA), Federal Transit Administration grants, Bridge Toll Revenues (RM2), Motor Vehicle Registration Surcharge (TFCA), and Measure B/BB sales tax revenue.

A brief description of each budget line item follows:

Passenger Fares

Revenues derived from the farebox are forecast to be slightly lower for fixed route based on the running rate for FY18. Paratransit fares are budgeted to be the same as FY 18 based on a flat ridership.

Revenue is also generated from an agreement with Hacienda Business Park This revenue is expected to increase based on the agreement.

Contract Services

LAVTA receives revenues from the San Joaquin Regional Rail Commission (SJRRRC) to subsidize the ACE shuttle service (ACE passengers then ride free). Revenue from an agreement with BART to supply paratransit services to the BART station for connections with East Bay Paratransit are also included. Additionally, this year there are contracted Fare Revenues from Las Positas college student body based on the student pass, and fares from the Alameda County Transportation Commission (ACTC) for their student pass pilot program. Special contract fares are expected to increase this year.

Concessions, Advertising, Interest and T-Mobile and Google Agreements

LAVTA currently contracts with Lamar Outdoor Advertising for use of exterior bus advertising space. LAVTA also receives revenues from an agreement with ACE to sell train tickets at the transit center. Interest is generated on unspent revenue in our LAIF account. The agreement with T-Mobile for the lease of space for a cell tower is for an annual fee of \$34,346, while the agreement with Google to park at the Atlantis Facility is expected to generate \$48,000.

Transportation Development Act Funds (TDA)

These funds are derived from a ¼ cent sales tax and distributed by the Metropolitan Transportation Commission (MTC) to Alameda County and all of its incorporated cities.

LAVTA is eligible for two different programs within this funding source:

TDA 4.0 which provides general transit assistance and can be used for capital and operating

expenses for both fixed route and paratransit and TDA 4.5 which is exclusively for paratransit services.

The total amount requested in TDA 4.0 funds for FY2019 is \$10,475,963 additionally the amount requested in TDA 4.5 funds is \$141,539.

LAVTA also receives a portion of BART's TDA 4.0 apportionment to help support feeder service to the Dublin/Pleasanton station. These funds help subsidize routes that run between Livermore and the BART stations. This year LAVTA will receive \$101,489 from this source.

State Transit Assistance Funds (STA)

STA is distributed to jurisdictions for fixed route service in two ways – as a revenue-based and a population-based subsidy for transit capital and operating needs. While this is changing in FY 2019 LAVTA budgets their STA revenues on a “year lag” so the STA funding for LAVTA will remain the same for one more year.

The amount of population based STA requested by LAVTA for 2019 is \$1,077,176, and LAVTA has requested revenue based STA funding of \$250,118.

Additional STA comes to LAVTA in the form of a paratransit allocation and as part of the feeder bus agreement with BART. LAVTA's apportionment of STA paratransit for FY 19 is \$88,104, and through BART LAVTA will receive \$593,690.

LAVTA will also receive some STA increases this year from SB1, these include additional “lifeline funds” for the route 14, and additional funds for the Student Pass program (budgeted under special contract fares).

Regional Measure 1 and 2 (RM1) (RM2)

Both Regional Measure 1 and Regional Measure 2 increased the toll on Bay Area bridges by \$1. Funds from these increases were designated to fund projects to improve transit in the Bay Area. LAVTA has received \$580,836 in RM2 funding for the Rapid service, and is receiving reimbursement for consultant expenses for the Rail group from RM1.

Federal Transit Administration (FTA) Section 5307

FTA Section 5307 funds are distributed by MTC to transit operators in the region. These funds are available to LAVTA to fund bus replacement projects, and ADA paratransit. A provision of FTA legislation allows regional capital funds to be used for ADA paratransit operating purposes. This year's allocation for LAVTA is estimated at \$348,687.

Additionally, the Transit Capital Priorities (TCP) policy of MTC allows bus operators who defer bus purchases to use a portion of the funds from the deferral for other FTA eligible projects. As LAVTA is decreasing the size of the fleet, FTA funds have been made available for preventative maintenance, and LAVTA will receive \$444,777 in FY19.

Measure B

Voters in Alameda County re-authorized a one-half cent sales tax dedicated to funding transportation projects. This measure was originally passed in 1992. A portion of the revenues from this measure are dedicated to supporting paratransit services throughout the

County. Funds are distributed to eligible recipients based on a population formula that includes the number of elderly and disabled persons in the jurisdiction, as well as the number of low income persons. This year LAVTA's Measure B allocation for paratransit is \$172,373. Another portion of these revenues helps support fixed route service; LAVTA is expected to receive \$928,539 in fixed route revenues for FY 2019.

Measure BB

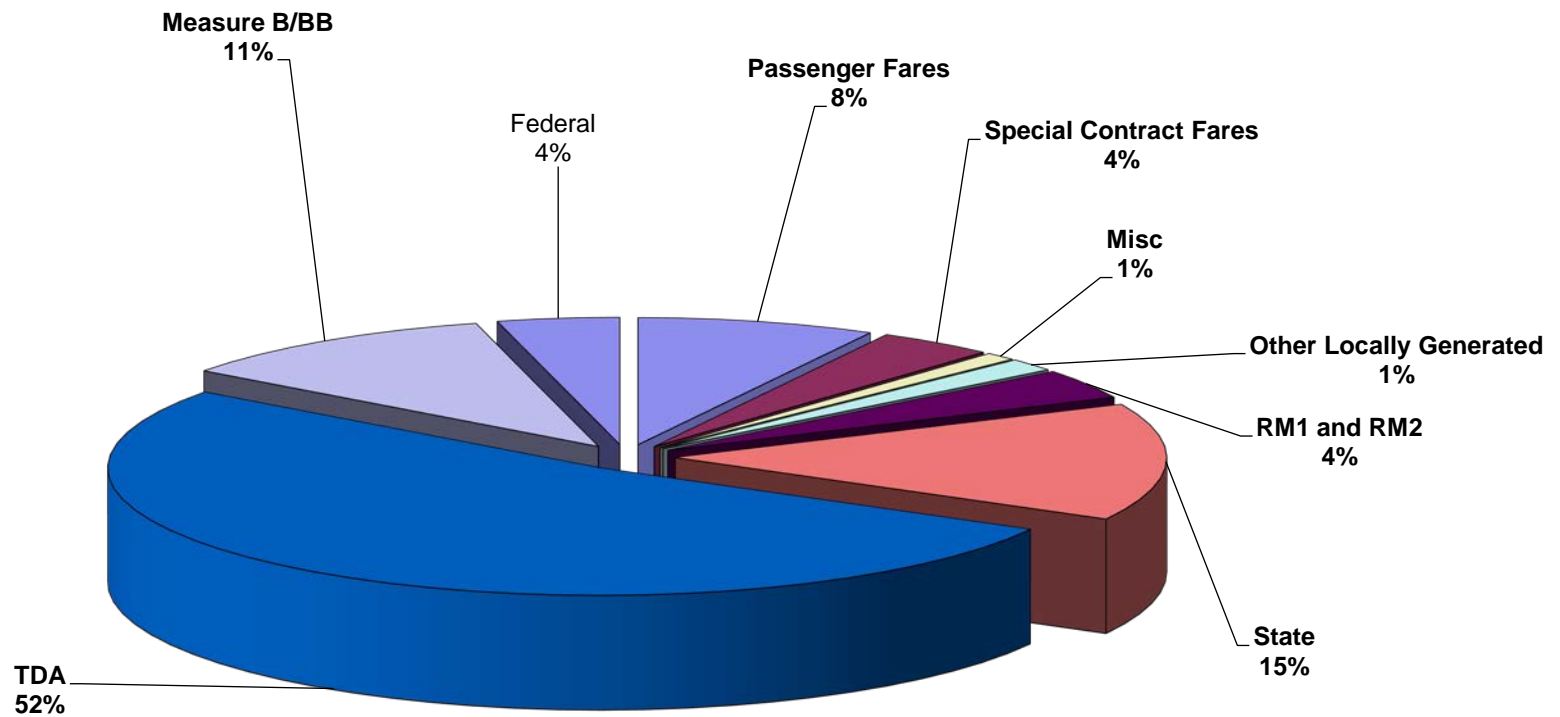
Additionally, voters in Alameda County voted for an addition sales tax increase for transit projects. This measure BB is anticipated to provide an additional \$686,783 in funds for Fixed Route service and \$312,572 for Paratransit service.

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**LAVTA
FY2019 BUDGET
OPERATING REVENUES**

		FIXED ROUTE FUND	PARATRANS. FUND	WOD	Rail	TOTAL FY2019	BUDGET FY2018	% CHANGE
401	Passenger Fares:	\$1,411,344	\$203,000			\$1,614,344	\$1,676,687	-4%
402	Business Park Revenue	\$208,249				\$208,249	\$203,170	2%
402	05 Special Contract Fares:	\$529,223	\$54,000			\$583,223	\$441,028	32%
406	01 Concessions	\$10,283		\$0	\$43,827	\$54,110	\$50,972	6%
406	03 Advertising	\$14,199		\$ 20,107	\$ 60,694	\$95,000	\$90,000	6%
407	04 Interest	\$0			\$7,000	\$7,000	\$6,000	17%
407	03 Google Lease	\$0		\$48,000		\$48,000	\$48,000	0%
407	99 Clipper Fees and cards	\$8,400				\$8,400	\$8,400	0%
409	Transit Development Act (TDA)							
91	Article 4.0	\$9,361,694	\$1,034,609	\$85,283	\$0	\$10,481,587	\$9,778,571	7%
92	Article 4.5		\$141,539			\$141,539	\$133,864	6%
95	BART 4.0	\$101,489				\$101,489	\$98,995	3%
96	RM1				\$197,600	\$197,600	\$333,000	-41%
96	RM2	\$580,836				\$580,836	\$580,836	0%
01	TFCA BRT	\$0				\$0	\$159,000	-100%
01	BAAQMD SAV			\$333,000		\$333,000	\$320,000	4%
411	State Transit Assistance (STA)							
01	Operating-Population Based	\$1,077,176				\$1,077,176	\$592,225	82%
01	Operating-Revenue Based	\$250,382				\$250,382	\$173,758	44%
01	Regional Paratransit	\$0	\$88,104			\$88,104	\$56,773	55%
01	STA Route 14	\$205,118				\$205,118	\$0	100%
05	Regional BART	\$593,690				\$593,690	\$591,679	0%
01	STA San Joaquin				\$100,000	\$100,000	\$0	100%
99	Caltrans				\$750,000	\$750,000	\$0	100%
413	Federal Transit Administration							
	Section 5303	\$0				\$0	\$0	0%
	Section 5307	\$444,777	\$348,687			\$793,464	\$786,946	1%
	TPI	\$0				\$0	\$104,000	-100%
	JARC Grant (Route 14)	\$0				\$0	\$0	0%
	FTA 5310		\$33,000			\$33,000	\$0	100%
						\$0	\$0	0%
464	01 Measure B and BB	\$1,698,868	\$529,818	\$0		\$2,228,686	\$2,132,022	5%
TOTAL REVENUE		\$16,495,728	\$2,432,757	\$486,390	\$1,159,121	\$20,573,996	\$18,365,925	12.02%

OPERATING REVENUE FY2019



OPERATING EXPENDITURES

Salaries and Wages

This category includes salaries for all staff members, including 7.5% towards PERS 457 Retirement Plan (for Executive Director only). In addition employee salary increases are included in this line item however increases for employees are based on performance/merit only.

Personnel Benefits

This category includes contributions to California Public Employees Retirement System (CalPERS), premiums for Medical, Dental, Vision, Disability and Life Insurance programs, Workers Compensation Insurance, Unemployment expense and Automobile Allowance (for the Executive Director only). Also included is the health annuity for retirees, and the amount necessary to prefund LAVTA's annual OPEB obligation.

Professional Services

Compensation for Board Members per Bylaws of LAVTA for attendance at meetings of the Board of Directors, Committees of the Board of Directors and other LAVTA business is included here. Additionally, on an on-going basis LAVTA contracts out for a variety of professional services including: legal counsel, financial services (for the annual audit), Alameda San Joaquin Rail consultant and graphic design.

Non-Vehicle Maintenance

This line item includes the expenses to cover the cost of hiring professional maintenance vendors to assist in the cleaning of the Maintenance, Operations and Administration building (MOA), Transit Center facility and grounds, and cleaning of bus stops. In addition this line item includes the cost of preventative maintenance for the facilities, office equipment such as the accounting system, copy machines, and phones. Costs also include computer support, including the annual contracts for the AVL system and a map platform update, and the cost of the bus shelter maintenance program.

Communications

Postage, Federal Express, and courier charges are in this category of expenses.

Fuel and Lubricants

Costs for all diesel and unleaded gas for buses and vans are budgeted here. This line item is budgeted for FY 2019 at \$2.70 per gallon; fuel for non-revenue vehicles is budgeted at \$3.70 per gallon. This line item also contains a \$100,000 contingency to account for unstable and volatile gas prices.

Office/Operating Supplies

This category includes copy machine paper, consumable office supplies, letterhead, envelopes and any other miscellaneous office supplies needed.

Printing

The line item for printing covers the cost for printing public information materials, i.e. Wheels map and schedules, fare media, brochures and the production of exterior route and schedule displays are in this line item.

Utilities

Utilities include expenses to cover electricity, gas, water, sewer, garbage, and telephone bills. .

Insurance

This line item includes insurance on facility contents, employee dishonesty bonds, and property insurance on the MOA, Transit Center and Atlantis facilities. It also includes premiums for casualty, general liability and physical damage insurance. LAVTA has a \$25,000 self-insured retention which has been assumed by our fixed route contractor.

Taxes and Fees

Fees for fuel taxes and underground storage tank fees are budgeted here.

Purchased Transportation Service

Purchased transportation service is the largest of the budgeted line items. This line item includes the total operating costs and fixed monthly management fee based on the agreements between LAVTA and MV, and LAVTA and MTM, which includes all materials, supplies, lubricants, vehicle parts and labor for provision of operation and maintenance services. This line item is increased from last year's budget due to the increase in contract costs for the new fixed route contract with MV Transportation and an increase in contract costs for Paratransit services with MTM.

Additionally, expenses have been budgeted for the "WHEELS on Demand" service.

Miscellaneous

This line item includes membership dues for the American Public Transit Association, California Transit Association, CalAct, and the Dublin, Pleasanton, and Livermore Chambers of Commerce. Also included are promotional items related to special events, and any miscellaneous items not included elsewhere are budgeted here.

Professional Development

Professional development covers the expenses for transportation, meals, conference registration fees and lodging for attendance at transit conferences, training seminars, workshops and other required business meetings are included here. This category also includes expenses associated with job specific development classes.

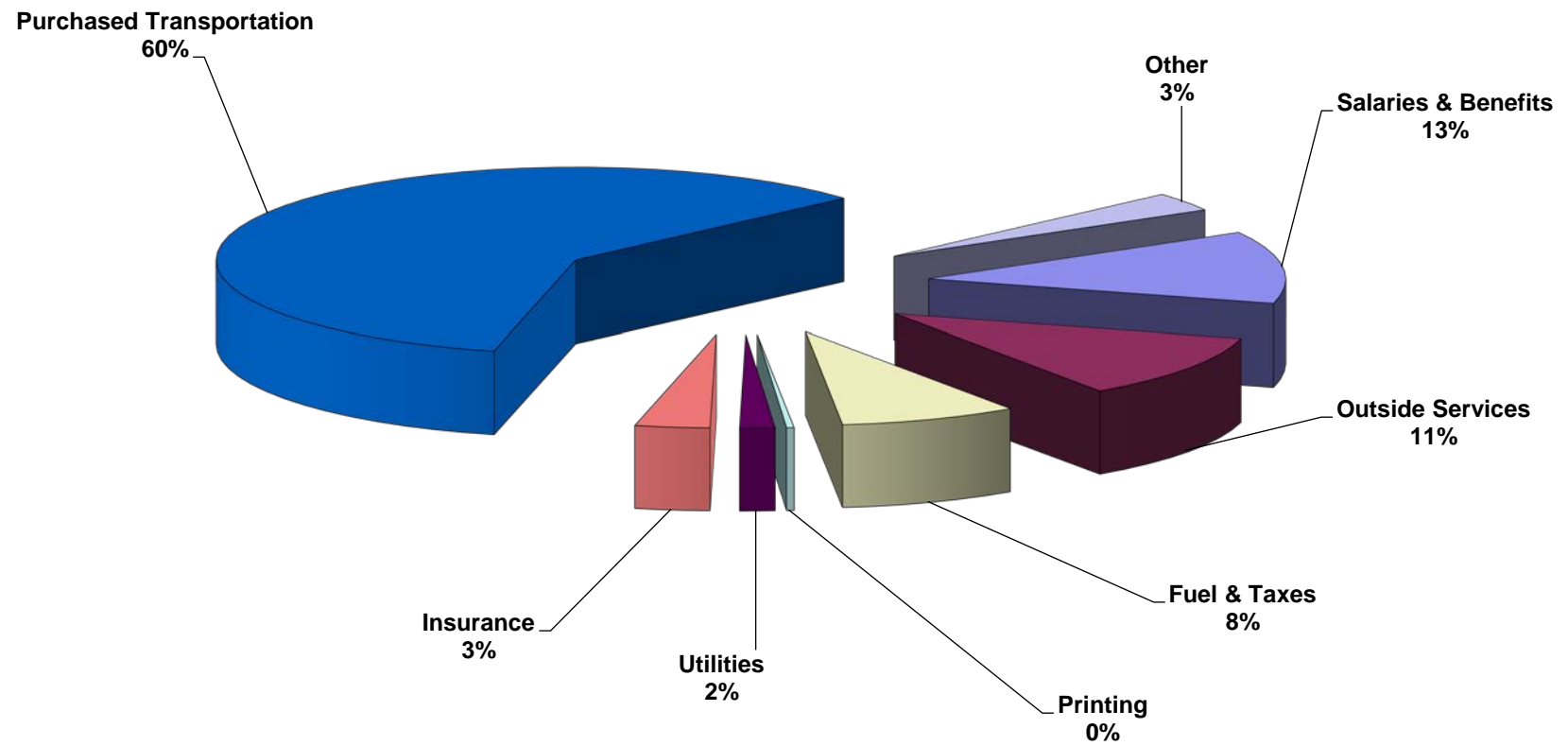
Advertising

The advertising budget includes any advertising done for LAVTA including radio, newspaper, flyers etc.

**LAVTA
FY2019 BUDGET
OPERATING EXPENDITURES**

			GENERAL FUND	PARATRANSIT FUND	Wheels On Demand	Alameda San Joaquin Rail	TOTAL FY 19	BUDGET FY18
501	02	Salaries and Wages	\$1,243,329	\$209,503	\$43,498	\$147,183	\$1,643,512	\$1,362,846
502	00	Personnel Benefits	\$861,613	\$50,679	\$6,059	\$29,338	\$947,689	\$942,989
503	00	Professional Services	\$522,996	\$97,450	\$25,000	\$968,100	\$1,613,546	\$986,046
503	05	Non-Vehicle Maintenance	\$660,573	\$6,610	\$0	\$0	\$667,183	\$586,214
503	99	Communications	\$5,500	\$4,000	\$0	\$0	\$9,500	\$9,500
504	01	Parts, Fuel and Lubricants	\$1,338,900	\$0	\$0	\$0	\$1,338,900	\$1,174,700
504	03	Non Contracted Vehicle Maintenance	\$7,300	\$0	\$0	\$0	\$7,300	\$10,550
504	99	Office/Operating Supplies	\$37,329	\$10,806	\$500	\$6,500	\$55,135	\$28,700
504	99	Printing	\$68,500	\$0	\$0	\$0	\$68,500	\$63,500
505	00	Utilities	\$320,201	\$3,713	\$0	\$0	\$323,914	\$276,000
506	00	Insurance	\$677,966	\$11,725	\$0	\$0	\$689,690	\$637,238
507	99	Taxes and Fees	\$302,000	\$0	\$0	\$0	\$302,000	\$302,000
508	01	Purchased Transportation	\$10,199,209	\$2,024,000	\$75,000	\$0	\$12,298,209	\$11,408,219
509	00	Miscellaneous	\$111,662	\$9,272	\$335,333	\$5,000	\$461,268	\$442,323
509	02	Professional Development	\$64,650	\$5,000	\$0	\$3,000	\$72,650	\$40,100
509	08	Advertising	\$74,000	\$0	\$1,000	\$0	\$75,000	\$95,000
TOTAL TRANSIT OPERATIONS AND MAINTENANCE			\$16,495,728	\$2,432,757	\$486,390	\$1,159,121	\$20,573,995	\$18,365,924

OPERATING EXPENDITURES FY 2019



CAPITAL IMPROVEMENT PROGRAM – FY 2019

Facilities Rehab and Repair

Office and Facility Equipment

This budget item will be used to upgrade and replace existing office and/or facility equipment as needed.

Shop Repairs and Replacements

The current MOA facility was built in 1991 and on-going repairs have been required in the past. Some of the equipment is now in need of total replacement, this line item reflects minor replacements, and larger repairs for FY19.

IT Upgrades and replacement

Some of LAVTA's computers and other IT equipment need to be replaced.

Transit Center Upgrades and Improvements

Now that the Historic Railroad Depot has been moved and is being refurbished LAVTA needs to do some upgrades and repairs to the rest of the facility.

Security Upgrades

The Livermore Police Department has suggested that the lighting at the Transit Center be increased. LAVTA is able to do this in FY19 thanks to a security grant from the California Office of Emergency Services. An additional security grant will be used to place lighting in some bus shelters.

Bus Shelter and Stops

Funds for this project will be used to rehabilitate or improve selected bus stop locations, and move bus stops to new locations. Additionally, bus stop branding will need to be updated as the rebranding project commences. This year LAVTA is receiving 1.4 Million from the Alameda CTC to improve the shelters on the Santa Rita corridor.

Doolan Tower Upgrade

The Doolan Tower houses LAVTA's radio equipment and is a key component of LAVTA's AVL system. The majority of the equipment has been in place for over a decade and some of it needs an upgrade to prevent future failure.

Vehicle Rehab and Repair and Replacement

Vehicle Repairs

Funds associated with this project will be used for the replacement of engines and transmissions, battery packs on the Hybrid buses and other major components that have reached the end of their useful lives.

Bus Wrap Refresh

Over the last two years LAVTA has purchased 40 new buses, with nice new bus wraps.

Unfortunately, the 20 older buses have fading, peeling paint and thus the agency will be wrapping those buses with fresh wraps on an as needed basis.

Farebox Upgrade

With the new bus purchase LAVTA was forced to purchase a different, upgraded, farebox that is different than what is on the rest of the LAVTA fleet (the one on the current fleet is no longer available). Therefore, LAVTA will need to purchase matching farebox for the buses that are not being replaced with in the next two fiscal years. LAVTA staff was able to obtain an FTA grant to cover the majority of these costs.

Non-Revenue Vehicles

The non-revenue vehicles in the LAVTA fleet include road supervisor vehicles, shift change vehicles, shop and shelter trucks, and a few vehicles used by LAVTA staff. All of the vehicles within LAVTA's non-revenue fleet are past their useful lives. However, some are in good working order and do not need to be replaced in FY19. For FY 19 LAVTA will replace, three road supervisor vehicles, four shift trade vehicles, and two shop trucks. LAVTA will also purchase a trailer to be used with one of the trucks for transporting larger shelter parts. LAVTA was able to receive some federal (FTA) funding. The Transit Capital Priorities (TCP) policy of MTC allows bus operators who defer bus purchases to use a portion of the funds from the deferral for other FTA eligible projects. As LAVTA is has decreased the size of the fleet, FTA funds have been made available for these replacements.

Miscellaneous

Transit Capital

The funds associated with this line item will be used to cover miscellaneous projects that come up throughout the year.

TSP Upgrade

LAVTA is working to upgrade the TSP (transit signal priority) system so that it will be GPS based. This will provide for better accuracy and efficiency which will decrease LAVTA's running time and increase on-time performance. This is being made possible primarily through a grant from the TVTC.

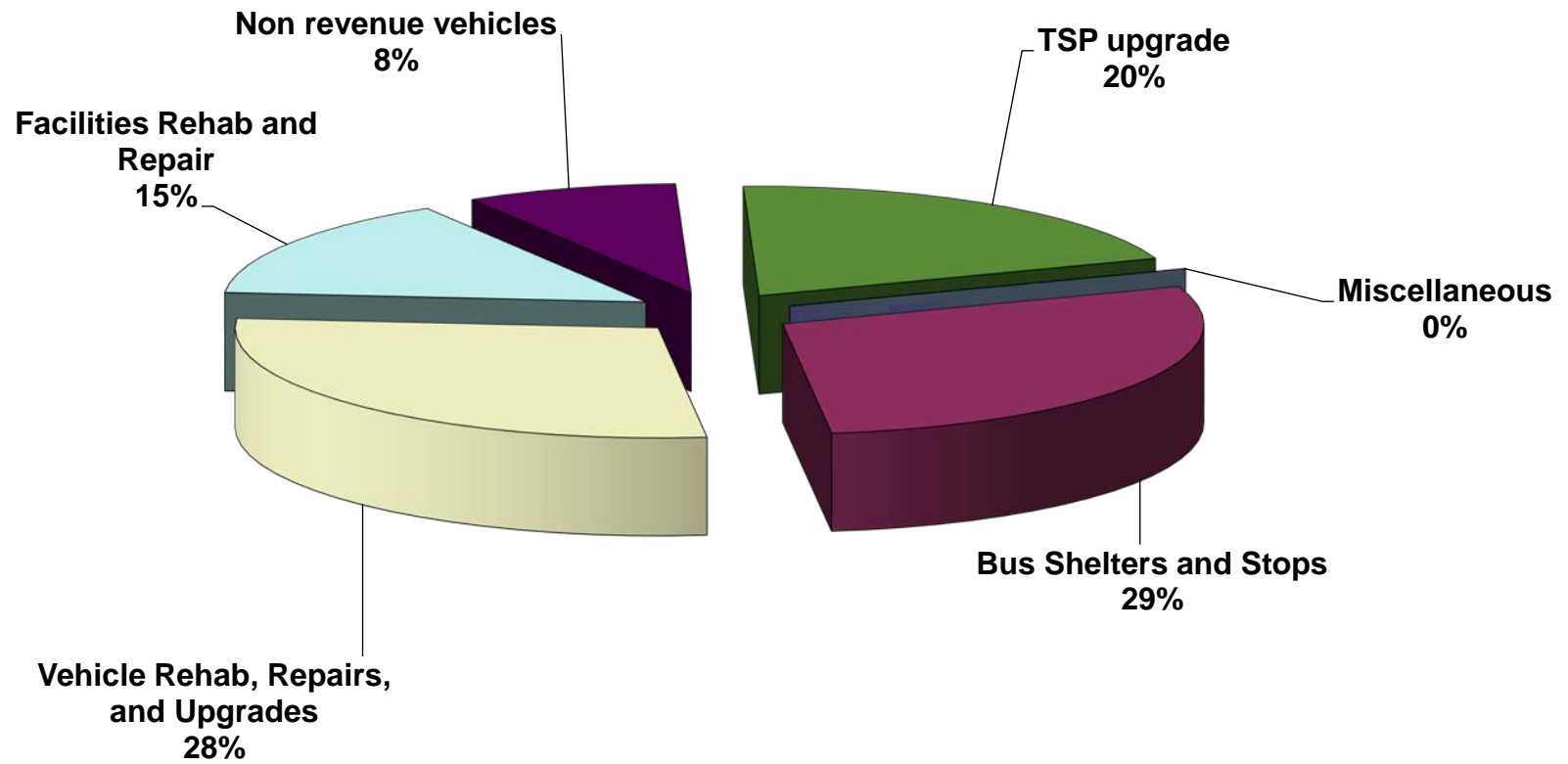
**LAVTA
FY2019 BUDGET
PROJECT DETAIL**

Capital Improvement Program

	Project	FTA FUNDS	SGR	CTC CIP	TVTC	TDA 4.0	Prop 1B	BUDGET FY18
	Bus camera replacements (FR) Para cameras					\$230,000		\$230,000
06	Transit Center Upgrades and Improvements	\$440,000					\$127,520	\$567,520
11	Bus Shelters, signs, and Stops		55,640	\$1,414,000		\$464,415	\$80,585	\$2,014,640
09	IT upgrades and replacement					\$35,000		\$35,000
05	Office and Facility Equipment					\$100,000	\$195,000	\$295,000
	Transit Capital					\$100,000		\$100,000
01	Shop Repairs and Replacements					\$85,000		\$85,000
	TSP upgrade	\$200,000			\$1,140,000	\$66,000		\$1,406,000
	Doolan tower upgrade					\$10,000		\$10,000
	Bus wrap refresh					\$100,000		\$100,000
20	Vehicle Repairs	\$800,000				\$350,000		\$1,150,000
	WiFi						\$36,696	\$36,696
	Farebox Upgrade	\$398,242				\$101,758		\$500,000
	Non Revenue Vehicle replacement	\$367,200				\$200,000		\$567,200
	Security upgrades						\$44,259	\$44,259
	TOTAL	\$2,205,442	\$55,640	\$1,414,000	\$1,140,000	\$1,842,173	\$484,060	\$7,141,315

15,492,648

CAPITAL PROGRAM FY 2019



LAVTA RESERVES ANALYSIS

OVERVIEW OF THE ALLOCATION PROCESS

TDA

Under the State Transportation Development Act (TDA), the Metropolitan Transportation Commission (MTC) is designated as the body that distributes funds from the County Local Transportation Fund (LTF) to each transit operator in the county. Each year this distribution process begins in February when MTC passes a resolution approving each transit operator's apportionment of TDA funds for the upcoming fiscal year. This resolution defines LAVTA's share of the funds available in Alameda County. The funds are apportioned based on population. LAVTA's service area contains approximately 11% of the total population in the county.

Through its planning process LAVTA determines how much of this apportionment to request for the year, and submits a claim for these funds. MTC then passes a resolution allocating the requested funds.

The difference between the apportioned amount and the allocated amount is reserved for LAVTA's future use. This amount, called "prior year funds", "carryover" or "reserves", is also shown in the apportionment resolution. These funds are retained in accordance with the California Administrative Code, in the LTF at the County of Alameda based on terms and conditions determined by MTC.

TDA RESERVES

The following analysis calculates LAVTA's expected reserves at the end of FY2019 based on currently available information about FY 2018

Projected Reserves at June 30, 2018	\$7,226,477 (Projected Carryover 2/28/18)
FY2019 Apportionment (estimated)	10,544,788 (FY19 revenue estimate 2/28/18)
FY2019 TDA Funds Available for Allocation	\$17,771,265

FY2019 Operating Request	10,481,586
FY2019 Capital Request	850,000
FY2019 TDA Request for Allocation	\$11,331,586

Projected Reserves at June 30, 2019	
Reserves at June 30, 2018	\$6,439,679
Expiring Capital Allocations @June 30, 2018	0
FY 2018 Unexpended Funds (Due to LTF)	918,296 (estimate)
Prior year Due to LTF	\$7,909,098

<u>TOTAL TDA RESERVES</u>	<u>\$13,163,354</u>
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STA

A second revenue source administered by MTC is State Transportation Assistance Funds, or STA. LAVTA receives apportionments of STA funds each year: Revenue based (calculated on LAVTA's locally generated revenue as a portion of the region's locally generated revenue) and Population based (based on LAVTA's share of population compared to other small and north county operators). As with TDA, LAVTA receives an estimated apportionment in February, requests an allocation, and the difference is maintained in the County Treasury, but administered by MTC, as reserves. Population based funds will be administered by ACTC beginning in FY19.

STA RESERVES

The following analysis calculates LAVTA's expected STA reserves at the end of FY2019 based on currently available information about FY 2018.

Population Based

Reserves at June 30, 2018	\$1,077,176 (Projected Carryover 2/28/18)
FY2019 Apportionment	\$1,182,046 (FY19 revenue estimate 4/02/18)
FY2019 Available STA Funds	\$2,259,222

FY2019 STA Request for Allocation	\$1,077,176
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Reserves at June 30, 2018	\$1,182,046
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Revenue Based

Reserves at June 30, 2018	\$250,382 (Projected Carryover 2/28/2018)
FY2019 Apportionment	293,580 (FY18 revenue estimate 2/28/2018)
FY2019 Available STA Funds	\$543,962

FY2019 STA Request for Allocation	\$250,382
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Reserves at June 30, 2019	\$293,580
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<u>TOTAL STA RESERVES</u>	<u>\$1,475,626</u>
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<u>TOTAL TDA and STA RESERVES</u>	<u>\$14,638,980</u>
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RESOLUTION NO. 15-2018

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE LIVERMORE
AMADOR VALLEY TRANSIT AUTHORITY ADOPTING THE OPERATING
AND CAPITAL BUDGET FOR FISCAL YEAR 2019**

WHEREAS the Board of Directors of the Livermore Amador Valley Transit Authority at their meeting of June 4, 2018 reviewed the Operating and Capital Budget for Fiscal Year 2019 for this Authority.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Board of Directors that the Operating and Capital Budget for the Livermore Amador Valley Transit Authority for Fiscal Year 2019, attached hereto and incorporated herein as Attachment 1, is hereby adopted.

BE IT FURTHER RESOLVED that the Executive Director is authorized to transfer funds within and between costs centers.

APPROVED AND PASSED this 4th day of June, 2018.

Karla Brown, Chair

ATTEST:

Michael Tree, Executive Director

AGENDA

ITEM 7

STAFF REPORT

SUBJECT: Approval of Resolution Authorizing an Application for Lifeline Transportation Program Cycle 5 Funding

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

DATE: May 29, 2018

Action Requested

Staff requests the Committee recommend Board approval of Resolution 16-2018 to receive funding from the Metropolitan Transportation Commission (MTC) for the Cycle 5 Lifeline Transportation Program for continued operations of Wheels Route 14 serving North Livermore. This resolution is required to receive funding from MTC if the project receives final approval from MTC and the Alameda County Transportation Commission (CTC), which administers the regional program in Alameda County.

Background

The Lifeline Transportation Program was established by MTC in 2005 to provide funding, on a competitive basis, for community-based transportation projects in the nine Bay Area counties that:

- Are developed through a collaborative and inclusive planning process including outreach to underrepresented communities
- Improve a range of transportation choices
- Address transportation gaps or barriers identified in Community Based Transportation Plans or other substantive local planning efforts involving focused outreach to low-income populations.

Funding for the program is provided on a formula basis to the nine Bay Area counties based on each county's share of the region's population below 200% of the federal poverty level (ratio of income to federal poverty levels depends on household size, but 200% is approximately \$35,000 per year for an average-sized household). The program is administered at the county level by the Congestion Management Agencies, including Alameda CTC. Funding sources for the program include population-based State Transit Assistance funds and FTA Section 5307 funds administered regionally by MTC. MTC's program guidelines require counties to program funds based on a competitive call for projects.

On February 23, 2018, Alameda CTC released a call for projects for the Cycle 5 Lifeline Transportation Program. Based on MTC's Cycle 5 fund estimate, a total of approximately \$4.8 million was available for Alameda County for use in fiscal years 2018-19 and/or 2019-20. Eligible projects must meet the goals of the Lifeline Transportation Program and meet the

eligibility requirements of at least one of the available funding sources. A local match is required for all projects, with a minimum of 20% for projects funded with STA funds and 50% for operating projects funded with FTA 5307 funds. A resolution of local support is also required.

In March 2018, staff applied to Alameda CTC for Lifeline program funds for continued operation of Route 14 service in North Livermore. Route 14 has received Lifeline Transportation Program funds since the program's inception to improve mobility in the most concentrated area of low-income residents in LAVTA's service area, the North Livermore community. A map showing the location of the North Livermore Community and Route 14 service is shown in Attachment 2.

Following implementation of the Comprehensive Operations Analysis in 2016, which included extensive public-outreach efforts including outreach directed to low-income riders and community members, the original Route 14 community circulator was redesigned to provide direct, one-seat rides from North Livermore to a wider range of essential destinations, including the Dublin/Pleasanton BART station, the Livermore Transit Center/ACE, and a greater number of employment, shopping, medical, recreational, and social-service destinations.

LAVTA's funding request for the project reflected the approximate share of Alameda County's population under 200% of the federal poverty level residing in LAVTA's service area (6.5%).

Discussion

On May 14, 2018, the Alameda CTC Programs and Projects Committee referred a recommendation to the Alameda CTC approving full funding for LAVTA's Lifeline Cycle 5 request for \$320,000 in discretionary STA funds. Based on the recommendation of the Alameda CTC anticipated to be approved May 24, 2018, MTC is scheduled to consider the regional Cycle 5 Program of Projects for approval July 25, 2018.

Project Budget

The proposed project budget and schedule is as follows, pending approval by Alameda CTC and MTC.

Fund Source	FY 2018-19	FY 2019-20	Total
Lifeline Cycle 5 request	\$160,000	\$160,000	\$320,000
TDA 4.0	\$270,000	\$270,000	\$540,000
Farebox Revenue	\$115,000	\$115,000	\$230,000
Total Budget	\$545,000	\$545,000	\$1,090,000

Next Steps

If funding for the project is approved by Alameda CTC and MTC, LAVTA will request funds from MTC for FY 2018-19 and include these funds in the budget for FY2019-20.

Recommendation

Staff recommends the Committee forward Resolution 16-2018 to the Board for approval, in support of a funding request to MTC for the Cycle 5 Lifeline Transportation Program for continued operations of Wheels Route 14 serving North Livermore.

Attachments:

1. Resolution 16-2018 for Lifeline Transportation Program Cycle 5 Application
2. Route 14 Map showing location of North Livermore Low Income Community
3. Alameda CTC–approved Lifeline Cycle 5 Program of Projects for Alameda County

RESOLUTION NO. 16-2018

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
AUTHORIZING THE APPLICATION FOR CYCLE 5
LIFELINE TRANSPORTATION PROGRAM FUNDS TO THE
METROPOLITAN TRANSPORTATION COMMISSION FOR CONTINUED
OPERATING ASSISTANCE FOR ROUTE 14 IN NORTH LIVERMORE**

WHEREAS, the Metropolitan Transportation Commission (MTC) has established a Lifeline Transportation Program to assist in funding projects that 1) are intended to result in improved mobility for low-income residents of the nine San Francisco Bay Area counties, 2) are developed through a collaborative and inclusive planning process and 3) are proposed to address transportation gaps and/or barriers identified through a substantive community-based transportation plan or are otherwise based on a documented assessment of needs; and

WHEREAS, MTC has adopted principles, pursuant to MTC Resolution No. 4309, to guide implementation of the Lifeline Transportation Program for the two year period from Fiscal Year 2016-17 and Fiscal Year 2017-18, and has designated the County Congestion Management Agency (or another countywide entity) in each of the nine Bay Area counties to help with recommending project selections and project administration; and

WHEREAS, the Alameda County Transportation Commission (Alameda CTC) has been designated by MTC to assist with the Lifeline Transportation Program in Alameda County on behalf of MTC; and

WHEREAS, Alameda CTC conducted a competitive call for projects for the Lifeline Transportation Program in Alameda County; and

WHEREAS, LAVTA submitted a project in response to the competitive call for projects; and

WHEREAS, Alameda CTC has confirmed that LAVTA's proposed project, described more fully on Attachment A to this Resolution, attached to and incorporated herein as though set forth at length, is consistent with the Lifeline Transportation Program goals as set out in MTC Resolution No. 4309; and

WHEREAS, Alameda CTC, after review, recommends LAVTA's proposed project, described more fully on Attachment A to this Resolution, attached to and incorporated herein as though set forth at length, be funded in part under the Lifeline Transportation Program; and

WHEREAS, LAVTA agrees to meet project delivery and obligation deadlines, comply with funding conditions placed on the receipt of funds allocated to the Lifeline Transportation Program, provide for the required local matching funds, and satisfy all other conditions set forth in MTC Resolution No. 4309; and

WHEREAS, LAVTA certifies that the project(s) and purpose(s) for which funds are being requested is in compliance with the requirements of the California Environmental Quality Act (Public Resources Code Section 21000 et seq.), and with the State Environmental Impact Report Guidelines (14 California Code of Regulations Section 1500 et seq.) and if relevant the National Environmental Policy Act (NEPA), 42 USC Section 4-1 et seq. and the applicable regulations thereunder; and

WHEREAS, there is no legal impediment to LAVTA making the funding request; and

WHEREAS, there is no pending or threatened litigation which might in any way adversely affect the ability of LAVTA to deliver the proposed project for which funds are being requested, now therefore be it

RESOLVED, that LAVTA requests MTC program funds available under its Lifeline Transportation Program, in the amounts requested for which LAVTA is eligible, for the project described in Attachment A of this Resolution; and be it further

RESOLVED, that LAVTA staff shall forward a copy of this Resolution, and such other information as may be required, to MTC, Alameda CTC, and such other agencies as may be appropriate.

PASSED AND ADOPTED by the Board of Directors of the Livermore Amador Valley Transit Authority of the State of California on the 4nd day of June 2018.

Karla Brown, Board Chair

ATTEST:

Michael S. Tree, Executive Director

ATTACHMENT A
Lifeline Transportation Program Cycle 5 Projects

Project Name	Project Description	Lifeline Transportation Program Funding Amounts			Local Match Amount	Total Project Cost
		STA	5307	Total Lifeline Funding		
Route 14 Operating Assistance	Wheels Route 14 provides service between the North Livermore Low Income Community and a variety of essential destinations including shopping, employment, healthcare, and direct regional rail connections via the Livermore Transit Center/ACE station and Dublin/Pleasanton BART station.	\$320,000	\$ -	\$320,000	\$770,000	\$1,090,000
Total		\$320,000	\$ -	\$320,000	\$770,000	\$1,090,000

Route 14 Map Showing North Livermore Community



Cycle 5 Lifeline Transportation Program - Proposed Program

Lifeline Cycle 5 - Fund Estimate			
STA	STA 5%	FTA Section 5307	Total Funding
\$ 3,273,938	\$ 83,749	\$ 1,514,825	\$ 4,872,512

Sponsor	Project	Description	Lifeline Funding Request	Total Project Cost	Funding Recommendation			Lifeline \$ Recommended	Rank	Notes
					STA	STA (5% Reserve)	FTA Section 5307			
AC Transit	Preservation of Existing Service in Communities of Concern	The project aims to continue and improve transit service to several key Communities of Concern in the southern, central and northern portions of Alameda County. The routes (Route 20, 40, 51A, 51B, 72, 800, and 801) serve low-income communities that have been identified because of spatial gaps in service in the Community Based Transportation Plan (CBTP).	\$ 3,650,000	\$ 35,541,400	\$ 2,051,426	\$ 83,749	\$ 1,514,825	\$ 3,650,000	1	1
LAVTA	Route 14 Operating Assistance	Wheels Route 14 provides service between the North Livermore Low Income Community and a variety of essential destinations including shopping, employment, healthcare, and direct regional rail connections via the Livermore Transit Center/ACE station and Dublin/Pleasanton BART station.	\$ 320,000	\$ 1,090,000	\$ 320,000	\$ -	\$ -	\$ 320,000	2	
BART	Coliseum BART Elevator Renovation Project	Renovation of two elevators at the Coliseum BART Station as part of Phase 1 for the Elevator Renovation Program. The project addresses the growing needs of aging equipment to provide safe, reliable, and operational elevators in an area servicing a community that is roughly 30% low-income.	\$ 1,440,000	\$ 1,800,000	\$ 720,000	\$ -	\$ -	\$ 720,000	3	2
Union City Transit	Operations Support for Route 2	The Route 2 is the main east-west route in the area that connects the Union City Intermodal Station with job centers along the Whipple Road corridor, which includes a lot of manufacturing and distribution facilities. The route provides vital lifeline public transportation access for the Decoto neighborhood, an established community of concern in Union City.	\$ 1,252,411	\$ 1,565,514	\$ 182,512	\$ -	\$ -	\$ 182,512	4	
BART	MacArthur BART Wayfinding Improvement Project	The project will update current wayfinding signage with new real-time displays with departure information for transit operations at the MacArthur BART station in Oakland. The updated signage would allow patrons to better plan commutes and train transfers. Approximately 30% of the weekday MacArthur station patrons are low-income.	\$ 1,900,000	\$ 2,500,000	\$ -	\$ -	\$ -	\$ -	4	
Total Requested:			\$ 8,562,411	Total Recommended:	\$ 3,273,938	\$ 83,749	\$ 1,514,825	\$ 4,872,512		

Notes:

1. CMAs are to program up to 95% of the STA fund estimate and identify a single project to receive the remaining 5% which is to be held in reserve by MTC until the actual STA revenue is received. The 5% STA balance is estimated to be \$83,749. If available in the future, it is recommended for AC Transit's project, Preservation of Existing Service in Communities of Concern.
2. In light of a recommendation for partial funding, BART staff confirmed that other funding will be committed to the project to deliver the full project scope of two elevators.

AGENDA

ITEM 8

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

STAFF REPORT

SUBJECT: Rescind Contract Previously Awarded and Reject Sole Bid Received for LAVTA Rutan Maintenance Area Resurfacing Project #2018-06

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

DATE: May 29, 2018

Action Requested

Staff requests the Committee recommend the Board of Directors adopt Resolution 17-2018, rejecting the sole bid received in response to IFB #2018-06 for the LAVTA Rutan Maintenance Floor Resurfacing Project as non-responsive, rescinding the contract previously awarded to Raider Painting in November 2016 for an amount not to exceed \$194,950 that was not executed by Raider Painting, and directing staff to initiate an open-market procurement for the project in accordance with LAVTA's Procurement Policy (Resolution 19-2006).

Background

In 2013, LAVTA identified a necessary facility refurbishment needed in the maintenance area of the Rutan facility. At that time, an Invitation for Bids (IFB) was issued for the resurfacing of the maintenance area floor. The project was not accomplished at that time because of budget constraints. In the meantime, LAVTA was able to identify and apply for Proposition 1B Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) funds to finance the project in addition to other needed improvements to the Rutan facility. The original engineer's estimate for the subject work was \$175,000. Since then, LAVTA has advertised numerous opportunities to solicit competitive bids to complete the project, which have been unsuccessful for various reasons summarized below:

Solicitation	Date Released	Result
IFB #2014-07	March 2014	Two bids received in excess of available budget
IFB #2015-12	September 2015	Three bids received; low bid non-responsive, others in excess of available budget
IFB #2015-14	November 2015	One bid received; contract awarded January 2016 and rescinded November 2016 for vendor non-performance. Contract awarded November 2016 to Raider Painting following open-market procurement but was never executed for lack of agreement on terms.
IFB #2017-08	February 2017	No bids received
IFB #2017-12	March 2017	No bids received
IFB #2018-06	April 2018	One bid received; non-responsive

In November 2016, the Board of Directors adopted Resolution 35-2016, awarding the contract for the work to Raider Painting via an open-market solicitation, but that contract was never executed due to the inability of Raider Painting to fulfill all of the contract requirements for the agreed upon price. LAVTA staff then attempted twice in 2017 to procure the work via two additional formal solicitations, IFB #2017-08 and IFB #2017-12, both of which received no bids.

Discussion

LAVTA's most recent effort to solicit formal bids for this project was IFB #2018-06, which was released on April 12, 2018. A pre-bid meeting was held April 24, 2018, and written questions were due May 1, 2018. Bids were due May 9, 2018, on which date one bid was received from Genard, Inc., dba Lennova totaling \$112,548. However, the submitted bid included a Request for Approved Equal that was not submitted to LAVTA prior to the May 1, 2018, deadline for written questions, including Approved Equal Requests, as required by the solicitation documents. The bid was therefore deemed by LAVTA staff and Legal Counsel as non-responsive to the requirements of the Contract Documents.

LAVTA's Procurement Policy (Resolution 19-2006) states that the Board of Directors may waive the requirements for formal competitive bidding when permissible under applicable law and when a determination is made that the best interests of LAVTA will be served. The policy provides for cases when, if no bids are received in connection with a procurement requiring formal competitive bidding, LAVTA may proceed with an open market purchase in certain circumstances if it is determined that the best interests of LAVTA will be served by such an approach. The policy requires these circumstances be evaluated on a case-by-case basis and include such factors as the reasons why no bids were received, the availability of the supplies, equipment, or materials on the open market, and a price or cost analysis.

In the case of the Rutan Maintenance Area Resurfacing Project, staff's analysis finds as follows:

- The last three solicitations for this project have received no responsive bids, despite LAVTA's efforts to lower requirements for bidders in subsequent solicitation efforts based on feedback from prospective vendors. Having been out for formal bidding now 6 times, LAVTA has provided ample opportunity for "full and open competition" from prospective vendors for this work.
- Rehabilitation work of this nature requires specific expertise and knowledge of materials and practices needed to carry out the work successfully, and it is LAVTA's understanding that such vendors are available on the open market.
- The most recent Independent Cost Estimate for a modified scope that fits within LAVTA's available budget for this project was \$185,000 (May 2017).

For these reasons, staff believes that the project can be successfully contracted via open market negotiations consistent with LAVTA's Procurement Policy and other laws and regulations that may be applicable to LAVTA's procurement procedures. After six attempts to procure a vendor for the work through formal competitive bidding, staff has determined an open-market solicitation will be the most effective way for LAVTA to complete the resurfacing work needed to restore the Rutan Maintenance Area to a state of good repair.

In order to proceed with a future contract award, staff is also recommending the Board of Directors rescind the contract previously awarded for this work to Raider Painting by Resolution 35-2016, since LAVTA and the vendor were unable to agree upon terms for the work for the price originally agreed upon and approved by the Board of Directors. The issues that arose with the previous contract terms will be vetted by staff in the process of soliciting open-market bids for the work.

Fiscal Impact

There is no fiscal impact to the recommended action. LAVTA staff will return to the Board of Directors with any contract recommendation based on open-market solicitation for future action.

Next Steps

Staff will proceed with an open-market procurement consistent with LAVTA's procurement policies. Pending successful negotiations with a responsible vendor including advance review and mutual agreement of LAVTA's proposed contract terms with respect to price, staff will bring a contract recommendation to a future Finance & Administration Committee meeting for consideration.

Recommendation

Staff recommends the Committee refer Resolution 17-2018 to the Board of Directors for approval, rejecting the sole bid received in response to IFB #2018-06 for the LAVTA Rutan Maintenance Floor Resurfacing Project as non-responsive, rescinding the contract previously awarded to Raider Painting in November 2016 for an amount not to exceed \$194,950 that was not executed by Raider Painting, and directing staff to initiate an open-market procurement for the project in accordance with LAVTA's Procurement Policy (Resolution 19-2006).

Attachments

1. Resolution 17-2018

RESOLUTION NO. 17-2018

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
RESCINDING THE CONTRACT PREVIOUSLY AWARDED TO RAIDER
PAINTING FOR THE RUTAN MAINTENANCE AREA RESURFACING
PROJECT AND REJECTING ALL BIDS FOR LAVTA IFB #2018-06.**

WHEREAS, the Livermore Amador Valley Transit Authority (LAVTA) requires the services of a third-party contractor to perform the resurfacing of the Rutan Maintenance Area floor as described in LAVTA Invitation for Bids (IFB) #2018-06; and

WHEREAS, the Board of Directors previously adopted Resolution 35-2016, awarding a contract for the work to Raider Painting, which was never executed due to a lack of mutual agreement on price with respect to contract terms; and

WHEREAS, staff issued two subsequent formal solicitations for the work in 2017, as IFB #2017-08 and IFB #2017-12, both of which received no bids; and

WHEREAS, staff issued IFB #2018-06 in March 2018 to solicit bids for the project; and

WHEREAS, one bid was received, which was reviewed by LAVTA staff and Legal Counsel and determined to be non-responsive; and

WHEREAS, LAVTA's Procurement Policy adopted by the Board of Directors as Resolution #19-2006 and as further detailed in LAVTA's Procurement Manual updated July 2015 provides for the right of the Board of Directors to reject any or all bids in such instances where none of the bids was deemed responsive to the requirements of the Contract Documents; and

WHEREAS, staff has determined that through six attempts at formal competitive bidding for the project, including modifications to the Contract Documents to ensure the Contract Documents were not excessively burdensome or restrictive to prospective bidders, that LAVTA has allowed for full and open competition in soliciting the work; and

WHEREAS, staff recommends that the Board of Directors reject the sole bid received for IFB #2018-06 and direct staff to solicit a responsible vendor via the open market to complete the work in accordance with Resolution #19-2006;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors hereby rejects all bids for the LAVTA Rutan Maintenance Area Resurfacing Project #2018-06; and

BE IT FURTHER RESOLVED that the Board of Directors of the Livermore Amador Valley Transit Authority hereby rescinds the contract for the resurfacing of the LAVTA Rutan facility maintenance area previously awarded to Raider Painting by Resolution 35-2016; and

BE IT FURTHER RESOLVED that staff is directed to undertake an open-market solicitation for the Rutan Maintenance Area Resurfacing Project in accordance with LAVTA's Procurement Policy, Resolution #19-2006.

PASSED AND ADOPTED this 4th day of June 2018.

Karla Brown, Chair

ATTEST:

Michael Tree, Executive Director

APPROVED AS TO FORM:

Michael Conneran, Legal Counsel

AGENDA

ITEM 9

STAFF REPORT

SUBJECT: Review of LAVTA's Organizational Structure

FROM: Michael Tree, Executive Director

DATE: May 29, 2018

Action Requested

This is an informational item.

Discussion

At the meeting Michael Tree, Executive Director will present information on the current organizational structure and discuss ideas on possible improvements

Recommendation

None – information only.

AGENDA

ITEM 10

LAVTA COMMITTEE ITEMS - May 2018 - September 2018

Finance & Administration Committee

May

	Action	Info
Minutes	X	
Treasurers Report	X	
Budget	X	
Reject Sole Bid for Maint. Area Resurf. Proj. #2018-06	X	
Lifeline Cycle 5 Project Application	X	

June

	Action	Info
Minutes	X	
Treasurers Report	X	
Annual Org Review	X	
Legal Contract	X	
Draft Fare Policy Recommendation	X	

July

	Action	Info
Minutes	X	
Treasurers Report	X	
Fare Policy Final Recommendation	X	
*Typically July committee meetings are cancelled		

August

	Action	Info
Minutes	X	
Treasurers Report	X	

September

	Action	Info
Minutes	X	
Treasurers Report	X	
FTA Triennial Review (last in '15)		