

STAFF REPORT

SUBJECT: Las Positas College Memorandum of Understanding

FROM: Tony McCaulay, Marketing Manager

DATE: May 7, 2018

Action Requested

It is recommended by the Projects and Services Committee that the Board of Directors approve a Memorandum of Understanding (MOU) between LAVTA and Chabot-Las Positas Community College District, Las Positas College, for the Las Positas College Student Mobility Initiative.

Background

For the past two academic years, LAVTA has permitted Las Positas College students to board all Wheels and Rapid buses upon presentation of a valid student identification card. The ultimate goal on the part of LAVTA and Las Positas College was to build support for a financially sustainable student transit pass program. Ridership over the first nine months of the current fiscal year is nearly 43 percent higher than the previous year, regularly topping 600 rides per day on the prime Monday through Thursday school days.

The Associated Students of Las Positas, the student government for the campus, supported a Student Mobility Initiative, which gave students the opportunity to vote on a transportation fee in November 2017. The measure passed with a 90% yes vote. The Student Mobility Initiative also required approval by the Board of Trustees of the Chabot-Las Positas Community College District. On April 17, 2018, the District Board unanimously approved the Student Mobility Initiative.

Discussion

The Las Positas College Student Transit Pass program has been highly successful in attracting riders to Wheels and Rapid routes. The MOU that has been developed by LAVTA and Las Positas staff provides the framework for the funding agreement for an initial two year period beginning with the Fall 2018 semester and establishes the responsibilities of both parties.

Fiscal Impact

The Student Mobility Initiative will establish a new fee for students at Las Positas College. Full time students will pay \$9.00 per semester and part time students will pay \$8.00 per

semester, beginning with the Fall 2018 semester. It is anticipated that the fee will generate approximately \$150,000 per year. Las Positas College will make payments to LAVTA twice each year, in January and June, in accordance with the payment schedule and payment calculation contained in the MOU.

Recommendation

The Projects and Services Committee recommends the Board of Directors approve a Memorandum of Understanding (MOU) between LAVTA and Chabot-Las Positas Community College District, Las Positas College, for the Las Positas College Student Mobility Initiative.

Attachments:

1. Memorandum of Understanding

Approved by: _____

MEMORANDUM OF UNDERSTANDING

Livermore Amador Valley Transit Authority and Chabot-Las Positas Community College District, Las Positas College

This Memorandum of Understanding (MOU) for the Las Positas College Student Mobility Initiative is entered on August 20, 2018 between Livermore Amador Valley Transit Authority (LAVTA), a joint powers authority, and the Chabot-Las Positas Community College District, herein "Las Positas College".

RECITALS

LAVTA provides public transit service within the cities of Dublin, Livermore, Pleasanton, and the immediately adjacent unincorporated areas of Alameda County within its jurisdiction, by offering local, intercity, and interregional express bus services, including service to Las Positas College with connections to the Bay Area Rapid Transit (BART) and Altamont Corridor Express (ACE) trains.

Las Positas College serves approximately 9,200 students providing educational opportunities and support for completing of students' transfer, associate degree, basic skills, career technical education, and retraining goals. Las Positas College recognizes the value of public transportation in meeting sustainability goals and facilitating travel to and from the college.

LAVTA and Las Positas College desire to enter into this MOU to coordinate the Las Positas College Student Mobility Initiative, which will allow all Las Positas College students the privilege of boarding the Wheels and Rapid fixed route system by presenting approved identification after paying the transportation fee each primary term upon enrollment. The goal of the MOU is to support Las Positas College's commitment to open access and sustainability as affirmed by the college's mission and values statement. Furthermore, an additional purpose of the MOU is to support LAVTA in providing public transportation to the Tri-Valley communities of Dublin, Livermore, and Pleasanton and the adjacent unincorporated areas of Alameda County.

NOW, THEREFORE, in consideration of the promises herein, the parties agree as follows:

Las Positas College

1. Las Positas College will provide photo identification cards free of charge to all students upon submission of an admission application and issuance of a student identification number. Lost or stolen identification cards will be reissued free of charge.
2. Las Positas College will provide and affix term-specific stickers on the photo identification cards.
3. Las Positas College students enrolled in six or more units per semester will pay a transportation fee of \$9.00 per semester. Students enrolled in less than six units per semester will pay an \$8.00 fee per semester. No fees to be collected during summer term.
4. Las Positas College will implement the transportation fee effective fall semester 2018.
5. Las Positas College anticipates collecting approximately \$150,000 in transportation fees annually. The dollar amount is subject to change based on total student enrollment and course registration.
6. Las Positas College will begin to make payments to LAVTA in January 2019 in accordance with the Payment Schedule and Payment Calculation described in Attachment A.
7. Las Positas College will make payment to LAVTA no later than January 31st each year following the conclusion of the fall semester. Las Positas College will make payment to LAVTA no later than June 30th each year following the conclusion of the spring semester.
8. Las Positas College will include public transportation information in the college catalog, class schedule, college orientation, and in a prominent location on the college website.

9. Las Positas College agrees to post, affix, or hang information regarding the transportation fee on bulletin boards, display cabinets, and other pertinent locations on college property.
10. Las Positas College agrees to allow LAVTA to periodically set-up an informational table at the college to inform students of the advantages of paying the transportation fee and provide general information about public transportation.

LAVTA

1. LAVTA will provide access to transportation on all regularly scheduled Wheels and Rapid fixed route buses to students with a valid Las Positas College photo identification card bearing the term-specific sticker.
2. LAVTA bus operators will honor the presentation of a valid Las Positas College photo identification card with term-specific sticker as valid fare payment aboard all Wheels and Rapid fixed routes.
3. LAVTA will afford students the opportunity to present enrollment verification in lieu of a photo identification card to bus operators during the first two weeks of each term while they learn of and obtain a photo identification card with the current sticker.
4. LAVTA agrees to electronically display “Las Positas College” on the marquee or electronic signage on the Wheels and Rapid fixed route buses will that travel via Las Positas College.
5. LAVTA agrees to provide access to Wheels and Rapid fixed route bus service during summer term with a valid photo identification card bearing a sticker from the immediate preceding spring semester or immediate subsequent fall semester.
6. LAVTA agrees to provide access to Wheels and Rapid fixed route bus service during winter recess with a valid photo identification card with a term-specific sticker from the immediate preceding fall semester or immediate subsequent spring semester.

7. LAVTA agrees to provide access to Wheels and Rapid fixed route bus service during college holidays including, but not limited to, New Year's Day, Martin Luther King Jr. Day, President's Day, Memorial Day, Independence Day, Labor Day, Veterans Day, and Thanksgiving Recess.
8. LAVTA agrees to provide Wheels and Rapid fixed route bus service to and from Las Positas College to the Bay Area Rapid Transit (BART) and to the Livermore Transit Center connecting to the Altamont Corridor Express (ACE) train.
9. In recognition of the in-kind value of Las Positas College's commitment to promoting student use of Wheels and Rapid bus services as demonstrated in subparts 8, 9 and 10 of the Las Positas College section of this MOU, LAVTA agrees to also permit Las Positas College faculty and staff access to Wheels and Rapid fixed route bus service upon presentation of a valid college-issued employee photo identification card during the term of this MOU.
10. LAVTA agrees to provide Wheels and Rapid fixed route bus service to and from Las Positas College every fifteen minutes during peak hours on business days, subject to availability of funding.
11. LAVTA agrees to provide Las Positas College with quarterly ridership metrics and use the payment calculation outlined in Attachment A to determine biannual payment. In the event ridership figures or fare prices project a shortfall in the funding required to meet the obligations outlined in Attachment A by exceeding the \$75,000 per semester, the parties agree to meet to discuss possible remedies.

THIS AGREEMENT is executed on the date and year as noted. This agreement shall be effective from August 1, 2018 through June 30, 2020. The first period of performance will be from August 1, 2018 through May 25, 2019. The second period of performance shall be from May 26, 2019 through May 22, 2020, with payment due by June 30, 2020. Should either party wish to revisit any of the Terms and Conditions of this MOU for the second period of performance, notification should be provided no later than February 15, 2019.

Chabot-Las Positas Community College District, Las Positas College

Lorenzo Legaspi
Vice Chancellor, Business Services

Date

Livermore Amador Valley Transit Authority

Michael S. Tree
Executive Director

Date

Attachment A
Las Positas College Student Pass Program
Payment Schedule and Calculation

Payment Schedule

Period 1 – August 1, 2018 – December 21, 2018

- Invoice sent by – January 4, 2019
- Payment due by – January 31, 2019

Period 2 – December 22, 2018 – May 25, 2019

- Invoice sent by – June 5, 2019
- Payment due by – June 30, 2019

Period 3 – May 26, 2019 – December 20, 2019

- Invoice sent by – January 3, 2020
- Payment due by – January 31, 2020

Period 4 – December 21, 2019 – May 22, 2020

- Invoice sent by – June 3, 2020
- Payment due by – June 30, 2020

Payment Calculation

Invoices will be based on adjusted ridership counts for each period and a discounted fare per ride, as defined below.

Adjusted ridership counts – The total ridership counts will be reduced by 20 percent to account for transfers to other Wheels and Rapid bus services.

Discounted fare per ride – Because of the bulk purchase nature of this MOU, a per ride discount of 22.5 percent off the prevailing adult cash fare will be used.

Example

Total rides taken during period – 50,000
Adjusted ridership count – 40,000 (50,000 x .80)
Current prevailing adult cash fare - \$2.00
Discounted fare per ride - \$1.55 (\$2.00 x .775)
Invoice amount - \$62,000 (40,000 x \$1.55)