

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

BOARD OF DIRECTORS MEETING

DATE: March 5, 2018

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

TIME: 4:00pm

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 Board of Directors on any matter within the general subject matter jurisdiction of the LAVTA Board of Directors.
- Unless members of the audience submit speaker forms before the start of the meeting requesting to address the board on specific items on the agenda, all comments must be made during this item of business. Speaker cards are available at the entrance to the meeting room and should be submitted to the Board secretary.
- Public comments should not exceed three (3) minutes.
- Items are placed on the Agenda by the Chairman of the Board of Directors, the Executive Director, or by any three members of the Board of Directors. Agendas are published 72 hours prior to the meeting.
- No action may be taken on matters raised that are not on the Agenda.
- For the sake of brevity, all questions from the public, Board and Staff will be directed through the Chair.

4. Consent Agenda

Recommend approval of all items on Consent Agenda as follows:

- A. **Minutes of the February 5, 2018 Board of Directors meeting.**
- B. **Treasurer's Report for the month of January 2018**

Recommendation: Staff recommends approval of the January 2018 Treasurer's Report.

C. **Summer 2018 Summer School Service Accommodation**

Recommendation: At its February 26, 2018 meeting, the Projects & Services Committee forwarded a recommendation to the Board of Directors to:

- Operate Wheels routes #501 and #502 during the DUSD 2018 summer school program, and

- Direct students to the regular Wheels route 10R for the PUSD 2018 summer school program.

D. Contract Award for Individualized Marketing Services

Recommendation: Approve the award of a contract for purchase of individualized marketing services to Steer Davies Gleave in the amount of \$129,950 for the option year of the contract. Additionally staff requests a 10% contingency for the project and authorization for the Executive Director to execute the contract.

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

Recommendation: Based on a recommendation from the Finance & Administration Committee, staff requests Board approve of Resolution 09-2018 in support of an allocation request to Caltrans for the Low Carbon Transit Operations Program (LCTOP) toward the future purchase of four zero-emission battery-electric replacement buses in FY 2022. This resolution is required to request allocations for this funding from Caltrans.

5. Fixed-Route Operations and Maintenance Contract

Recommendation: Based on the recommendations of both the Projects & Services and Finance & Administration Committees, staff recommends the Board of Directors award the Operations and Maintenance (O&M) Contract for fixed-route bus service to MV Transportation for a period of three base years commencing on July 1, 2018, with LAVTA holding four additional one-year options.

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

Recommendation: Based on the recommendation of the Finance & Administration Committee, staff recommends the Board of Directors authorize the Executive Director to execute a one-year contract with two one-year options with Hammercraft Construction and Development for on-call bus shelter installation, removal, and related services.

7. Farebox Upgrade

Recommendation: Based on the recommendation of the Finance & Administration Committee, staff requests that the Board of Directors authorize the Executive Director to execute an Agreement between LAVTA and Sealed Power Corporation to replace obsolete fareboxes on 20 LAVTA-owned buses.

8. Executive Director's Report

9. Matters Initiated by the Board of Directors

- Items may be placed on the agenda at the request of three members of the Board.

10. Next Meeting Date is Scheduled for: April 2, 2018

11. Adjournment

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.

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

/s/ Jennifer Suda

3/1/2018

LAVTA, Administrative Assistant

Date

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 A

MINUTES OF THE FEBRUARY 5, 2018 LAVTA BOARD MEETING

1. Call to Order and Pledge of Allegiance

Meeting was called to order by Board Chair Karla Brown at 4:00pm

2. Roll Call of Members

Members Present

David Haubert – Mayor, City of Dublin

Don Biddle – Vice Mayor, City of Dublin

Kathy Narum – Councilmember, City of Pleasanton

Karla Brown – Councilmember, City of Pleasanton

Steven Spedowfski – Councilmember, City of Livermore

Bob Coomber – Councilmember, City of Livermore

Scott Haggerty – Supervisor, County of Alameda

Members Absent

Jerry Pentin – Vice Mayor, City of Pleasanton

3. Meeting Open to Public

Robert S. Allen

Robert Allen provided the Board of Directors a letter that details the Park-and-Ride expansion cost. Mr. Allen is requesting Airway Park-and-Ride to be extended to 500 spaces and a direct shuttle bus (iiBART) from Airway Park-and-Ride to the BART Dublin/Pleasanton station. The shuttle service is a weekday (Monday-Friday) freeway express connecting with every train in or out of Dublin/Pleasanton through the evening commute. Mr. Allen also suggested a parking fee to be charged at the Airway Park-and-Ride parking lot.

4. January Wheels Accessible Advisory Committee Minutes Report

Councilmember Karla Brown requested that Wheels Accessible Advisory Committee Chair Herb Hastings brief the Board on losing Dial-A-Ride (DAR) On-Time Performance (OTP) issues and whether the clients are able to cope while LAVTA ramps up additional drivers. Chair Herb Hastings informed the Board that he has been in contact with Interim MTM Operations Manager Jonathan Steketee regarding several DAR issues and it is not only OTP. The DAR issues consist of driver's not arriving on-time, quality of service inside the vehicles, and physical vehicle inspections with passengers inside vehicle. Chair Herb Hastings stated that he was inside a vehicle during a physical vehicle inspection. Chair Herb Hastings feels the vehicle should not be on the road until the physical inspection is completed and approved by staff in the yard or parking lot, but not on the route with five passengers in the vehicle. Chair Herb Hastings informed the Board that when the vehicle was pulled over it was not MTM's staff it was a contractor's staff.

5. Consent Agenda

Recommend approval of all items on Consent Agenda as follows:

A. Minutes of the January 8, 2018 Board of Directors meeting.

B. Treasurer's Report for the month of December 2017

The Board of Directors approved the December 2017 Treasurer's Report.

C. Wheels Service to the 2018 Alameda County Fair

The Board of Directors approved operating a dedicated, hourly shuttle service between the East Dublin/Pleasanton BART station and the Fairgrounds during the 2018 Alameda County Fair. Resolution 01-2018

D. 2018 Legislative Program

The Board of Directors approved Resolution 02-2018 affirming LAVTA's 2018 Legislative Program.

E. Resolution in Support of Application for FY 17-18 Funding through the State Transit Assistance State of Good Repair Program

The Board of Directors approved Resolution 03-2018 in support of an allocation request to Caltrans for the State Transit Assistance State of Good Repair (SGR) Program.

Approved: Haubert/Spedowski

Aye: Biddle, Haubert, Narum, Brown, Coomber, Haggerty, Spedowski

No: None

Absent: Pentin

6. Livermore Railroad Depot Relocation and Rehabilitation Project Update

Staff introduced Project Manager Rosy Elhert to provide a presentation to the Board of Directors regarding the Livermore railroad depot relocation and rehabilitation project update. Project Manager Rosy Elhert informed the Board that the Depot has been rehabilitated according to the "Secretary of Interior Standards" and that means it was more expensive to rehabilitate than a normal project. A normal project costs an average of \$500 per square foot and this project is costing \$1,100 per square foot. The Depot was restored to its "period of significance" from 1892 to 1942. This provides the Depot the best chance in its evaluation for historic significance and eligibility for listing on the National Registry and Allen Frank is volunteering his time to assist with the National Register application. Project Manager Rosy Elhert explained that in 1969 the brick chimney fell off the building and was replaced with a stove top pipe on top of a small portion of brick chimney that remained. When the building was moved the decision was made to remove the brick, since it would crumble. A historical architect decided that a stove pipe will be used in place of the brick and stove pipe. The City of Livermore at a later time may add the brick veneers to the chimney.

Councilmember Steven Spedowski asked if the chimney could be added during the construction. Project Manager Rosy Elhert stated that a couple of options were looked at, but they are unable to change the chimney at this time. The metal structure that is there now would need to be removed and rebuilt. The City of Livermore is open to working with the Heritage Guild to come up with an option.

Project Manager Rosy Elhert continued her presentation and showed various artifacts that were

discovered inside the Livermore Railroad Depot and items secured by Allen Frank. The Depot construction estimated completion is April 2018 and the opening ceremony will be May 2018.

Councilmember Steven Spedowfski thanked Loretta Kaskey from the Livermore Heritage Guild and Alan Frank a Livermore Historian for working on this project.

This was informational only.

7. Agreement with GoMentum Station for Management of Shared Autonomous Vehicle Project

Executive Director Michael Tree provided the Board of Directors the agreement with GoMentum Station for management of Shared Autonomous Vehicle (SAV) Project. There has been significant research and advancement in autonomous vehicle products. Passenger service is possible in the next three to five years. Executive Director Michael Tree provided a brief background on the project. LAVTA's Board of Directors had several goals regarding the SAV project: to increase ridership for the LAVTA bus system and BART, create new transit jobs, increase in farebox recovery, shift from single occupant vehicle trips to transit trips, with a corresponding reduction in emissions, and improve trip reliability and safety. The next step in LAVTA's SAV Project is an agreement with GoMentum Station, Inc., a California non-profit public benefit corporation that has multiple automobile manufacturer partnerships. The agreement establishes GoMentum to be the overall Program Manager of the SAV Project in the City of Dublin. The project is broken into two phases. Phase one will be conducted from January 2018 through April 2018 and will include: (1) procurement of an SAV, (2) coordinating all permits with USDOT, US Customs, NHTSA, DMV and City of Dublin, (3) securing a storage facility and utilities for the SAV in Dublin, (4) digital mapping, (5) installation of communication devices, (6) testing started. Phase two will include testing of the SAV to a full-confidence level on a variety of testing scenarios necessary for the SAV technology to be ready for passenger service. There are 128 testing scenarios and LAVTA will not be able to complete all testing with the current funds, but when the SAV is on the street we become a good candidate for future grants to continue the testing scenarios. Over the next 24 months GoMentum will work on the first 28 testing scenarios that are in the agreement. The total payment over the life of the two year contract equal \$966,005, which is approximate to the funds that will be received by LAVTA from BAAQMD Advertising Contract. Executive Director Michael Tree noted that the value of the Project is \$1,928,005, with GoMentum Station contributing \$962,000 in services to the Project in planning, design, and testing activities that will happen over the next 24 months. Legal Counsel Michael Conneran added one caveat a technical point that GoMentum has not reviewed the draft agreement and if the Board approves the agreement to allow for minor edits to address any issues GoMentum may have as their legal counsel reviews it.

Vice Mayor Don Biddle asked if this is the first project in the Tri-Valley that uses public streets. Executive Director Michael Tree stated this is the first project that crosses public streets.

Councilmember Steven Spedowfski noted that he was surprised that the SAV project would cross over two busy intersections on Hacienda Drive, but likes the project area. Executive Director Michael Tree introduced the Program Director of GoMentum Habib Shamskhau to answer further questions. Program Director Habib Shamskhau answered that they do want the SAV to cross a busy intersection in order to move the project forward. Bishop Ranch will have many simple SAV scenarios on roads and then SAVs will get into more complicated scenarios

on the road.

Mayor David Haubert asked if there is a project similar to this and where does it exist in the world. Program Director Habib Shamskhoun stated there are 29 locations around the world testing similar concepts with this car, but this is the most advanced project in the United States with the most funding available for the project. Singapore is currently testing with stop signs and have a partnership with GoMentum where they share information to assist with moving SAVs forward. GoMentum has 9 partnerships with countries around the world sharing information. Mayor David Haubert asked if the traffic signals will need to be changed in order to communicate with the SAV. Program Director Habib Shamskhoun stated that yes, the traffic signals need a Dedicated Short-Range Communication (DSRC) device and Obaid is currently working on this.

Councilmember Karla Brown asked how long the SAV charge will last. Program Director Habib Shamskhoun stated that currently the charge will hold 14 hours, but they are now extended to 24 hours and as the technology evolves it is expected to reach 30 hours. Councilmember Karla Brown also wanted to know if LAVTA still plans to have a driver on the vehicles and why. Program Director Habib Shamskhoun explained that for the first few years there will be an attendant in the vehicle until the entire society feels comfortable with this technology.

Supervisor Scott Haggerty asked where the SAVs will be charged. Program Director Habib Shamskhoun responded that there will be charging stations at the BART station. Supervisor followed up asking if BART will charge LAVTA. Program Director Habib Shamskhoun said that it is part of the overall budget and that we do not know yet if BART will charge us. Supervisor Scott Haggerty stated that he does not want to be charged by BART and informed that there are many City and County locations in Dublin where these charging stations could be placed without costing LAVTA anything.

Councilmember Kathy Narum asked how the insurance will work if there is an accident. Program Director Habib Shamskhoun stated that there are several entities competing to insure SAVs. The SAV is required to be insured for 5 million dollars, but the car at Bishop Ranch is insured for 10 million dollars.

The Board of Directors approved the Agreement with GoMentum Station for Management of the Shared Autonomous Vehicles (SAV) project in a form to be approved by Legal Counsel with the exception that legal counsel can make minor edits, if needed.

Approved: Haubert/Narum

Aye: Biddle, Haubert, Narum, Brown, Coomber, Haggerty, Spedowfski

No: None

Absent: Pentin

8. Dial-A-Ride Passenger Survey of 2017

Staff provided the Board of Directors the Dial-A-Ride Passenger Survey of 2017. The methodology for the customer satisfaction survey changed; staff incorporated both telephone surveys as well as offered an online survey. Previously, only a telephone survey was conducted. LAVTA received 257 Dial-A-Ride surveys which is statistically significant at the 95% confidence level. A few other differences to note from prior years: LAVTA added online surveys, a lower margin of error, raffle of four \$25 gift cards, and added a question on whether

the respondent is the Rider or Caregiver. The survey was conducted during the worst month for On-Time Performance (OTP), due to driver shortages. LAVTA's ideal number of drivers is eleven, but in December LAVTA was operating with about seven drivers. In order to manage the demand for Dial-A-Ride LAVTA implemented the following in 2016: (1) interviewing all prospective and recertifying applicants, (2) trip time negotiations (ADA permits LAVTA to negotiate up to 1 hour before or after the requested time), (3) shared rides, (4) freeze on subscription trips, and (5) LAVTA enforced late cancellations and no show policies. Dial-A-Ride customers have notified LAVTA that they are not happy with the changes of our service and this may have added to the dissatisfaction that was seen in the survey. When comparing this survey to the survey conducted a year ago the satisfaction scores have decreased in nearly all aspects of the Dial-A-Ride service, there was satisfaction erosion in the following areas: Overall experience, satisfaction with pickup experience, On-Time Performance (OTP), easy to make arrangements for transportation on the phone, and able to reach customer service quickly. There were two areas in which the satisfaction scores increased from last year to this year, and these included "no problems with phone menu" and "prefer use of smaller vehicles". Respondents who expressed dissatisfaction or gave negative feedback about the service were asked if they would like a call back from LAVTA. Out of 257 respondents, 50 asked for a follow-up call and LAVTA staff is currently following up with these respondents. LAVTA is working with the contractor to take immediate steps to not only address the staffing issues, but also to communicate with riders that we are aware of the issues and are taking specific steps to fix them. Currently MTM Interim General Manager Jonathan Steketee is recruiting drivers. A new provider was interviewed from Vallejo that would bring two vehicles into our service area and a Ride Right contract driver from Reno has been assisting and staying at a local hotel to get stabilization in LAVTA's OTP. MTM Interim General Manager Jonathan Steketee is also assisting with call center issues and technical glitches with databases communicating properly. The next satisfaction survey will be conducted in six months (July 2018) instead of a year. The Mobility Forward Study recommendations will also be before the Board within two months and that will allow the opportunity to remind customers of the policies, rules, and regulations of Dial-A-Ride.

Councilmember Karla Brown stated that she understands the shortage of drivers for a reason the survey dropped, but feels some of the other areas should not have been an issue and requested more information. Interim General Manager Johnathan Steketee explained that they have noticed issues at the call center with customer service. MTM can now locally listen to calls when complaints are received and then directly contact the passenger regarding issues. There is now a bi-weekly calls with the call center management in order to discuss specific issues. Interim General Manager Johnathan Steketee informed that it is difficult to fix what you don't know is broken, so part of that was to get feedback about the specific complaints and what the customers were going through. The training program for customer service representatives was changed in December, so they have more information to assist customers. Interim General Manager Johnathan Steketee remarked that the person on the phone being courteous goes back to having quality customer service representatives and the call center is having difficulty finding qualified candidates. All entry level positions are having difficulties being filled. Interim General Manager Johnathan Steketee noted that as far as the vehicles being in good working order he had hoped there was more specific information provided and explained that the vehicles are checked on a regular basis. Interim General Manager Johnathan Steketee emphasized that as issues arrive he is resolving them.

This was informational only.

9. Executive Director's Report

Executive Director Michael Tree provided the Board of Directors the Executive Directors Report. Executive Director Michael Tree noted that Fixed Route ridership and On-Time Performance (OTP) continues to increase. MTM and MV Transportation are challenged with driver shortages. Executive Director Michael Tree informed the Board that there are a number of studies that are ongoing for LAVTA: Go Dublin Study, Comprehensive Paratransit Assessment Study, Dublin Service Plan with public workshops, and various capital projects. Executive Director Michael Tree also acknowledged that there is great information in the Staff Report regarding the cost/benefit ratio for the Dublin Active Transportation Project.

10. Matters Initiated by the Board of Directors

None.

11. Next Meeting Date is Scheduled for: March 5, 2018

12. Adjournment

Meeting adjourned at 5:06pm

AGENDA

ITEM 4 B

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

STAFF REPORT

SUBJECT: Treasurer's Report for January 2018

FROM: Tamara Edwards, Finance and Grants Manager

DATE: February 27, 2018

Action Requested

Review and approve the LAVTA Treasurer's Report for January 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 January 1, 2018	\$11,881,871.96
Payments made	\$1,374,265.27
Deposits made	\$180,147.54
Transfer from Farebox Account	\$200,000.00
Ending balance January 31, 2018	\$10,887,754.23

Farebox account activity (106):

Beginning balance January 1, 2018	\$192,302.70
Deposits made	\$110,584.17
Transfer to General Checking	\$200,000.00
Ending balance January 31, 2018	\$102,886.87

LAIF investment account activity (135):

Beginning balance January 1, 2018	\$662,082.41
Q2 FY 18 Interest	\$2,021.63
Ending balance January 31, 2018	\$664,104.04

Operating Expenditures Summary:

As this is the seventh 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 58.33%. The agency is at 50.18% overall.

Operating Revenues Summary:

While expenses are at 50.18%, revenues are at 68.9%, providing for a healthy cash flow.

Recommendation

The Finance and Administration committee recommends that the Board of Directors approve the January 2018 Treasurer's report.

Attachments:

1. January 2018 Treasurer's Report

Approved by: _____

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
BALANCE SHEET
FOR THE PERIOD ENDING:
January 31, 2018**

ASSETS:

101 PETTY CASH	200	
102 TICKET SALES CHANGE	240	
105 CASH - GENERAL CHECKING	10,887,754	
106 CASH - FIXED ROUTE ACCOUNT	102,887	
107 Clipper Cash	651,670	
120 ACCOUNTS RECEIVABLE	1,603,264	
135 INVESTMENTS - LAIF	664,104	
150 PREPAID EXPENSES	(6,689)	
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		72,551,426

LIABILITIES:

205 ACCOUNTS PAYABLE	345,451	
211 PRE-PAID REVENUE	1,904,019	
21101 Clipper to be distributed	417,631	
22000 FEDERAL INCOME TAXES PAYABLE	34	
22010 STATE INCOME TAX	(10)	
22020 FICA MEDICARE	(0)	
22050 PERS HEALTH PAYABLE	0	
22040 PERS RETIREMENT PAYABLE	(1,890)	
22030 SDI TAXES PAYABLE	0	
22070 AMERICAN FIDELITY INSURANCE PAYABLE	1,308	
22090 WORKERS' COMPENSATION PAYABLE	812	
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	75,548	
23102 UNEMPLOYMENT RESERVE	8,300	
TOTAL LIABILITIES		3,717,062

FUND BALANCE:

301 FUND RESERVE	(4,812,531)	
304 GRANTS, DONATIONS, PAID-IN CAPITAL	70,519,984	
30401 SALE OF BUSES & EQUIPMENT	55,390	
FUND BALANCE	3,071,521	
TOTAL FUND BALANCE		68,834,364
TOTAL LIABILITIES & FUND BALANCE		72,551,426

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
REVENUE REPORT
FOR THE PERIOD ENDING:
January 31, 2018**

ACCOUNT	DESCRIPTION	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
4010100	Fixed Route Passenger Fares	1,473,687	118,179	811,246	662,441	55.0%
4020000	Business Park Revenues	203,170	0	84,654	118,516	41.7%
4020500	Special Contract Fares	399,028	0	187,236	211,792	46.9%
4020500	Special Contract Fares - Paratransit	42,000	0	18,282	23,718	43.5%
4010200	Paratransit Passenger Fares	203,000	12,737	95,021	107,979	46.8%
4060100	Concessions	50,972	2,792	14,866	36,106	29.2%
4060300	Advertising Revenue	90,000	0	95,000	(5,000)	105.6%
4070400	Miscellaneous Revenue-Interest	6,000	2,022	3,819	2,181	63.7%
4070300	Non transportation revenue	56,400	12,000	36,377	20,023	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	53,902	45,093	54.4%
4099200	TDA Article 4.5 - Paratransit	133,864	0	84,881	48,983	63.4%
4099600	Bridge Toll- RM2, RM1	913,836	0	145,209	768,627	15.9%
4110100	STA Funds-Paratransit	56,773	0	14,193	42,580	25.0%
4110500	STA Funds- Fixed Route BART	591,679	0	0	591,679	0.0%
4110100	STA Funds-pop	592,225	0	296,112	296,113	50.0%
4110100	STA Funds- rev	173,758	0	0	173,758	0.0%
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	0	-	100.0%
4640500	Measure B Express Bus	100,000	0	0	100,000	100.0%
4640100	Measure B Paratransit Funds-Fixed Route	905,892	67,224	417,689	488,203	46.1%
4640100	Measure B Paratransit Funds-Paratransit	170,441	12,648	133,649	36,792	78.4%
4640200	Measure BB Paratransit Funds-Fixed Route	670,032	49,604	250,885	419,147	37.4%
4640200	Measure BB Paratransit Funds-Paratransit	285,657	21,148	130,435	155,222	45.7%
TOTAL REVENUE		18,365,925	298,355	12,652,446	5,713,479	68.9%

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
OPERATING EXPENDITURES
FOR THE PERIOD ENDING:
January 31, 2018**

		BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
501 02	Salaries and Wages	\$1,362,014	\$106,671	\$794,780	\$567,234	58.35%
502 00	Personnel Benefits	\$942,989	\$91,398	\$445,795	\$497,194	47.27%
503 00	Professional Services	\$936,878	\$25,340	\$204,184	\$732,694	21.79%
503 05	Non-Vehicle Maintenance	\$636,214	\$36,308	\$318,222	\$316,559	50.02%
503 99	Communications	\$9,500	\$52	\$1,014	\$8,454	10.67%
504 01	Fuel and Lubricants	\$1,174,700	\$114,673	\$435,905	\$738,795	37.11%
504 03	Non contracted vehicle maintenance	\$19,550	\$0	\$250	\$19,300	1.28%
504 99	Office/Operating Supplies	\$28,700	\$12,842	\$46,439	(\$17,739)	161.81%
504 99	Printing	\$54,500	\$0	\$9,489	\$45,011	17.41%
505 00	Utilities	\$276,000	\$21,214	\$102,088	\$173,912	36.99%
506 00	Insurance	\$637,238	\$875	\$464,543	\$172,695	72.90%
507 99	Taxes and Fees	\$302,000	\$13,804	\$46,666	\$255,334	15.45%
508 01	Purchased Transportation Fixed Route	\$9,338,719	\$757,848	\$5,274,202	\$4,077,137	56.48%
2-508 02	Purchased Transportation Paratransit	\$1,994,500	\$133,378	\$968,070	\$1,026,430	48.54%
508 03	Purchased Transportation WOD	\$75,000	\$3,733	\$17,592	\$57,408	23.46%
509 00	Miscellaneous	\$434,323	\$2,262	\$41,284	\$393,039	9.51%
509 02	Professional Development	\$38,100	\$256	\$10,420	\$27,680	27.35%
509 08	Advertising	\$95,000	\$8,125	\$30,447	\$64,553	32.05%
TOTAL		\$18,355,925	\$1,328,778	\$9,211,388	\$9,155,691	50.18%

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
CAPITAL REVENUE AND EXPENDITURE REPORT (Page 1 of 2)
FOR THE PERIOD ENDING:
January 31, 2018

ACCOUNT	DESCRIPTON	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	0	535,578	0.00%
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	0	0	504,564	0.00%
41315	FTA Farebox upgrade	398,242	0	0	398,242	0.00%
41304	FTA BRT	300,000	0	0	300,000	0.00%
41303	FTA non revenue vehicle upgrade	367,200	0	0	367,200	0.00%
41323	FTA Bus replacements	12,312,300	0	11,586,267	726,033	94.10%
TOTAL REVENUE		21,724,994	-	13,766,775	7,958,219	63.37%

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
CAPITAL REVENUE AND EXPENDITURE REPORT (Page 2 of 2)
FOR THE PERIOD ENDING:
January 31, 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	32,625	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	-	461	14,342	(14,342)	#DIV/0!
5550507	Office and Facility Equipment	277,390	0	51,598	225,792	18.60%
5550607	511 Integration	-	0	0	0	#DIV/0!
	TSP upgrade	1,140,000	0	0	1,140,000	0.00%
5550807	Dublin TPI project	570,564	6,350	320,016	250,548	56.09%
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	0	6,201	23,799	20.67%
5552107	Rebranding bus wrap	175,000	0	0	175,000	0.00%
5552307	Bus replacement	15,586,648	0	13,693,061	1,893,587	87.85%
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	39,436	14,188,693	7,536,301	65.31%
FUND BALANCE (CAPITAL)		0.00	(39,436)	(421,918)		
FUND BALANCE (CAPTIAL & OPERATING)		0.00	(1,068,730)	3,030,294		

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

www.treasurer.ca.gov/pmia-laif/laif.asp
February 14,
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](#)

January 2018 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Authorized Caller	Amount
1/12/2018	1/11/2018	QRD	1558737	SYSTEM	2,021.63

Account Summary

Total Deposit:	2,021.63	Beginning Balance:	665,893.94
Total Withdrawal:	0.00	Ending Balance:	667,915.57

REPORT.: Feb 15 18 Thursday
RUN....: Feb 15 18 Time: 09:36
Run By.: Daniel Zepeda

LAVTA
Month End Cash Disbursements Report
Prior Period Report for 01-18 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
01-18	H8043	01/15/18	MVT01 (MV TRANSPORTATION, INC.)		347,235.80	.00	347,235.80	MVT01, 80282, JAN-18 1ST
	H8044	01/12/18	VER01 (VERIZON WIRELESS)		1,317.96	.00	1,317.96	VER01, 9798593569, WIFI &
	H8045	01/12/18	OAK01 (OAKS BUSINESS PK OWNERS)		3,548.00	.00	3,548.00	OAK01, 1ST QTR BUSINESS P
	H8046	01/12/18	CIT07 (CITY OF LIVERMORE - WATER)		45.02	.00	45.02	CIT07, 139361-00, ATLANTI
	H8047	01/12/18	CIT07 (CITY OF LIVERMORE - WATER)		19.75	.00	19.75	CIT07, 139399-00, ATLANTI
	H8048	01/12/18	CIT07 (CITY OF LIVERMORE - WATER)		13.49	.00	13.49	CIT07, 138432-00, ATLANTI
	H8049	01/12/18	CIT07 (CITY OF LIVERMORE - WATER)		143.85	.00	143.85	CIT07, 138430-01, ATLANTI
	H8050	01/12/18	CAL04 (CALIFORNIA WATER SERVICE)		85.71	.00	85.71	CAL04, 4755555555, MOA FI
	H8051	01/12/18	CAL04 (CALIFORNIA WATER SERVICE)		85.71	.00	85.71	CAL04, 5755555555, CONTRA
	H8052	01/12/18	CAL04 (CALIFORNIA WATER SERVICE)		115.50	.00	115.50	CAL04, 0198655555, BUS WA
	H8053	01/12/18	PAC02 (PACIFIC GAS AND ELECTRIC)		113.15	.00	113.15	PAC02, 7649646868-7, DOOL
	H8054	01/12/18	PAC02 (PACIFIC GAS AND ELECTRIC)		2,162.11	.00	2,162.11	PAC02, 9007202117-4, MOA
	H8055	01/12/18	PAC02 (PACIFIC GAS AND ELECTRIC)		4,006.51	.00	4,006.51	PAC02, 5809326332-3, MOA
	H8056	01/12/18	PAC02 (PACIFIC GAS AND ELECTRIC)		1,562.98	.00	1,562.98	PAC02, 6062256368-6, ATLA
	H8057	01/12/18	PAC02 (PACIFIC GAS AND ELECTRIC)		687.67	.00	687.67	PAC02, 7264840356-5, RAPI
	H8058	01/12/18	CAL04 (CALIFORNIA WATER SERVICE)		467.05	.00	467.05	CAL04, 9098655555, MOA WA
	H8059	01/12/18	CAL04 (CALIFORNIA WATER SERVICE)		64.28	.00	64.28	CAL04, 2575555555, TC FIR
	H8060	01/12/18	CAL04 (CALIFORNIA WATER SERVICE)		90.30	.00	90.30	CAL04, 3616555555, TC WAT
	H8061	01/12/18	CAL04 (CALIFORNIA WATER SERVICE)		295.18	.00	295.18	CAL04, 4616555555, TC IRR
	H8062	01/12/18	STA01 (STATE COMPENSATION FUND)		2,141.67	.00	2,141.67	STA01, JAN-18 WORKER'S CO
	H8063	01/12/18	STA13 (STAPLES CREDIT PLAN)		377.06	.00	377.06	STA13, DEC-2017 CC STATEM
	H8064	01/12/18	EMP01 (EMPLOYMENT DEVEL DEPT)		2,762.11	.00	2,762.11	EMP01, STATE TAX 12/16-12
	H8065	01/12/18	EFT01 (ELECTRONIC FUND TRANSFERS)		7,785.08	.00	7,785.08	EFT01, FEDERAL TAXES 12/1
	H8066	01/12/18	PER04 (CALPERS RETIREMENT SYSTEM)		941.65	.00	941.65	PER04, PERS 457 CONTRIBUT
	H8067	01/12/18	PER01 (PERS)		3,155.33	.00	3,155.33	PER01, PERS CLASSIC CONTR
	H8068	01/12/18	PER01 (PERS)		2,869.75	.00	2,869.75	PER01, PERS NEW CONTRIBUT
	H8069	01/12/18	DIR02 (DIRECT DEPOSIT OF PAYROLL CH		36,849.99	.00	36,849.99	DIR02, PER DIRECT DEPOSIT
	H8070	01/12/18	PAC01 (AT&T)		32.94	.00	32.94	PAC01,ACCT #232-351-6260,
	H8071	01/12/17	PAC01 (AT&T)		161.75	.00	161.75	PAC01,ACCT #925-243-9029,
	H8072	01/12/18	PAC01 (AT&T)		350.45	.00	350.45	PAC01,ACCT #436-951-0106,
	H8073	01/12/18	MTM01 (MEDICAL TRANSPORTATION MANAG		7,805.00	.00	7,805.00	MTM01, MTM-112100 12/14-
	H8074	01/12/18	MTM01 (MEDICAL TRANSPORTATION MANAG		118,641.74	.00	118,641.74	MTM01, NOV-17 MONTHLY SER
	H8075	01/12/18	MVT01 (MV TRANSPORTATION, INC.)		43,565.77	.00	43,565.77	MVT01, NOV-17 FIXED ROUTE
	H8076	01/12/18	WEG01 (CHRISTY WEGENER)		247.46	.00	247.46	WEG01, DEC-17 EXPENSE REI
	H8077	01/12/18	EDW01 (TAMARA EDWARDS)		34.59	.00	34.59	EDW01, DEC-17 TRAVEL REIM
	H8078	01/12/18	TAX07 (ASMA SYEDA)		22.10	.00	22.10	TAX07, PARATAXI REIMBURSE
	H8079	01/12/18	TX161 (JYOTSNA MEHTA)		281.54	.00	281.54	TX161, PARATAXI REIMBURSE
	H8080	01/12/18	TAX76 (MARY ANN HANDZUS)		211.44	.00	211.44	TAX76, PARATAXI REIMBURSE
	H8081	01/12/18	TAX91 (VIVIAN MARIE MILLER)		133.27	.00	133.27	TAX91, PARATAXI REIMBURSE
	H8082	01/12/18	TX113 (RODGER RAGER)		41.65	.00	41.65	TX113, PARATAXI REIMBURSE
	H8083	01/12/18	TAX67 (CHRISTEL RAGER)		117.30	.00	117.30	TAX67, PARATAXI REIMBURSE
	H8084	01/26/18	SUD01 (JENNIFER SUDA)		4.69	.00	4.69	SUD01, JAN-18 EXPENSE REI
	H8085	01/26/18	STA04 (STATE BOARD OF)		1,967.64	.00	1,967.64	STA04, 4TH QTR 2017 STORA
	H8086	01/26/18	STA05 (STATE BOARD OF EQUAL)		1,041.42	.00	1,041.42	STA05, 4TH QTR 2017 EXEMP
	H8087	01/15/18	MVT01 (MV TRANSPORTATION, INC.)		347,235.80	.00	347,235.80	MVT01, 80283, JAN-18 2ND
	H8088	01/26/18	PER03 (CAL PUB EMP RETIRE SYSTM)		36,374.21	.00	36,374.21	PER03, FEB-18 HEALTH INSU
	H8089	01/26/18	DEL05 (ALLIED ADMIN/DELTA DENTAL)		2,294.02	.00	2,294.02	DEL05, FEB-18 DENTAL INSU
	H8090	01/26/18	MUT01 (MUTUAL OF OMAHA)		1,045.67	.00	1,045.67	MUT01, FEB-18 LIFE & LTD
	H8091	01/26/18	AME06 (AMERICAN FIDELITY ASSURANCE		518.04	.00	518.04	AME06, JAN-18 SUPPLEMENTA
	H8092	01/26/18	DEL05 (ALLIED ADMIN/DELTA DENTAL)		2,294.02	.00	2,294.02	DEL05, JAN-18 DENTAL INSU
	H8093	01/26/18	MUT01 (MUTUAL OF OMAHA)		1,045.67	.00	1,045.67	MUT01, JAN-18 LIFE & LTD
	H8094	01/26/18	PER03 (CAL PUB EMP RETIRE SYSTM)		37,532.38	.00	37,532.38	PER03, JAN-18 HEALTH INSU
	H8095	01/26/18	VSP01 (VSP)		559.88	.00	559.88	VSP01, JAN-18 VISION INSU
	H8096	01/26/18	AME06 (AMERICAN FIDELITY ASSURANCE		296.90	.00	296.90	AME06, DEC-17 SUPPLEMENTA
	H8097	01/17/18	PER04 (CALPERS RETIREMENT SYSTEM)		691.14	.00	691.14	PER04, PERS 457 CONTRIBUT
	H8098	01/17/18	PER01 (PERS)		3,094.78	.00	3,094.78	PER01, PERS CLASSIC CONTR
	H8099	01/17/18	PER01 (PERS)		4,387.00	.00	4,387.00	PER01, PERS NEW CONTRIBUT
	H8100	01/17/18	EFT01 (ELECTRONIC FUND TRANSFERS)		9,201.28	.00	9,201.28	EFT01, FEDERAL TAXES 12/3
	H8101	01/18/18	EMP01 (EMPLOYMENT DEVEL DEPT)		3,126.83	.00	3,126.83	EMP01, STATE TAXES 12/30/
	H8102	01/19/18	DIR02 (DIRECT DEPOSIT OF PAYROLL CH		40,212.57	.00	40,212.57	DIR02, PR DIRECT DEPOSIT
	H8103	01/26/18	MER01 (MERCHANT SERVICES)		116.78	.00	116.78	MER01, DEC-17 TC CC FEES
	H8104	01/26/18	MER01 (MERCHANT SERVICES)		73.10	.00	73.10	MER01, DEC-17 MOA CC FEES
	H8105	01/26/18	STA13 (STAPLES CREDIT PLAN)		317.25	.00	317.25	STA13, JAN-18 CC STATEMEN
	H8106	01/26/18	SHE05 (SHELL)		68.74	.00	68.74	SHE05, DEC-17 CC STATEMEN
	H8107	01/26/18	MCC01 (TONY MCCAULAY)		106.41	.00	106.41	MCC01, JAN-18 EXPENSE REI
	H8108	01/26/18	TAX72 (JUSTIN HART)		200.00	.00	200.00	TAX72, PARATAXI REIMBURSE
	H8109	01/26/18	TX143 (KIM BRETOI)		344.05	.00	344.05	TX143, PARATAXI REIMBURSE
	H8110	01/26/18	TAX07 (ASMA SYEDA)		18.28	.00	18.28	TAX07, PARATAXI REIMBURSE
	H8111	01/26/18	TAX99 (SAEED TIRMIZI)		96.71	.00	96.71	TAX99, PARATAXI REIMBURSE
	H8112	01/26/18	STA01 (STATE COMPENSATION FUND)		2,141.67	.00	2,141.67	STA01, FEB-18 WORKER'S CO
	H8113	01/31/18	BID01 (DON BIDDLE)		300.00	.00	300.00	BID01, JAN-18 BOD STIPEND
	H8114	01/31/18	BRO03 (KARLA SUE BROWN)		200.00	.00	200.00	BRO03, JAN-18 BOD STIPEND
	H8115	01/31/18	HAG01 (SCOTT HAGGERTY)		200.00	.00	200.00	HAG01, JAN-18 BOD STIPEND
	H8116	01/31/18	HAU01 (DAVID HAUBERT)		100.00	.00	100.00	HAU01, JAN-18 BOD STIPEND
	H8117	01/31/18	PEN01 (JERRY PENTIN)		200.00	.00	200.00	PEN01, JAN-18 BOD STIPEND
	H8118	01/31/18	SPE04 (STEVEN G. SPEDOWFSKI)		300.00	.00	300.00	SPE04, JAN-18 BOD STIPEND
	H8119	01/31/18	COO03 (BOB COOMBER)		100.00	.00	100.00	COO03, JAN-18 BOD STIPEND
	H8120	01/31/18	CIT07 (CITY OF LIVERMORE - WATER)		52.24	.00	52.24	CIT07, 139361-00, ATLANTI
	H8121	01/31/18	CIT07 (CITY OF LIVERMORE - WATER)		19.75	.00	19.75	CIT07, 139399-00, ATLANTI
	H8122	01/31/18	CIT07 (CITY OF LIVERMORE - WATER)		13.49	.00	13.49	CIT07, 138432-00, ATLANTI
	H8123	01/31/18	CIT07 (CITY OF LIVERMORE - WATER)		143.85	.00	143.85	CIT07, 138430-01, ATLANTI
	H8124	01/31/18	CIT07 (CITY OF LIVERMORE - WATER)		36.53	.00	36.53	CIT07, 138431-00, ATLANTI
	H8125	01/31/18	CIT07 (CITY OF LIVERMORE - WATER)		127.21	.00	127.21	CIT07, 139388-00, BUS WAS
	H8126	01/31/18	PAC02 (PACIFIC GAS AND ELECTRIC)		2,613.99	.00	2,613.99	PAC02, 9007202117-4, MOA
	H8127	01/31/18	PAC02 (PACIFIC GAS AND ELECTRIC)		94.25	.00	94.25	PAC02, 7649646868-7, DOOL
	H8128	01/31/18	CAL15 (CALTRONICS BUSINESS SYS)		455.32	.00	455.32	CAL15, 2428052, BIZHUB TH
020343	01/12/18	ART01 (ART'S SECURITY LOCKSMITH)			81.94	.00	81.94	Automatic Generated Check
020344	01/12/18	ATT02 (AT&T)			349.03	.00	349.03	Automatic Generated Check
020345	01/12/18	ATT03 (AT&T)			961.93	.00	961.93	Automatic Generated Check
020346	01/12/18	AVI01 (AMADOR VALLEY INDUSTRIES)			735.54	.00	735.54	Automatic Generated Check
020347	01/12/18	CAL03 (CALIFORNIA CHAMBER OF)			51.89	.00	51.89	Automatic Generated Check

REPORT.: Feb 15 18 Thursday
 RUN...: Feb 15 18 Time: 09:36
 Run By.: Daniel Zepeda

LAVTA
 Month End Cash Disbursements Report
 Prior Period Report for 01-18 BANK ACCOUNT 105

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

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
01-18	020348	01/12/18	CAL13 (CALIFORNIA TRANSIT)		1,215.48	.00	1,215.48	Automatic Generated Check
	020349	01/12/18	CIT06 (CITY OF LIVERMORE SEWER)		195.34	.00	195.34	Automatic Generated Check
	020350	01/12/18	COR01 (CORBIN WILLITS SYSTEMS)		239.45	.00	239.45	Automatic Generated Check
	020351	01/12/18	DAY02 (DAY & NIGHT PEST CONTROL)		218.00	.00	218.00	Automatic Generated Check
	020352	01/12/18	DIR01 (DIRECT TV)		14.00	.00	14.00	Automatic Generated Check
	020353	01/12/18	EJW01 (E.J. WARD INC)		32,625.00	.00	32,625.00	Automatic Generated Check
	020354	01/12/18	EME01 (EMERALD LANDSCAPE CO INC)		2,301.00	.00	2,301.00	Automatic Generated Check
	020355	01/12/18	ENV01 (ENVIRONMENTAL SYSTEMS RESEAR		732.38	.00	732.38	Automatic Generated Check
	020356	01/12/18	HAN01 (HANSON BRIDGETT MARCUS)		7,715.00	.00	7,715.00	Automatic Generated Check
	020357	01/12/18	JTH01 (J. THAYER COMPANY)		154.56	.00	154.56	Automatic Generated Check
	020358	01/12/18	KK01 (ALPHA MEDIA LLC)		7,000.00	.00	7,000.00	Automatic Generated Check
	020359	01/12/18	LIV10 (LIVERMORE SANITATION INC)		2,315.68	.00	2,315.68	Automatic Generated Check
	020360	01/12/18	MAZ01 (MAZE & ASSOCIATES)		2,846.00	.00	2,846.00	Automatic Generated Check
	020361	01/12/18	MET01 (METROPOLITAN TRANSPORT-)		21,773.97	.00	21,773.97	Automatic Generated Check
	020362	01/12/18	NOR02 (NOR-CAL FIRE EQUIPMENT)		616.48	.00	616.48	Automatic Generated Check
	020363	01/12/18	PAC11 (PACIFIC ENVIROMENTAL SERV)		480.00	.00	480.00	Automatic Generated Check
	020364	01/12/18	PLA02 (PLANETERIA MEDIA LLC)		325.00	.00	325.00	Automatic Generated Check
	020365	01/12/18	SCF01 (SC FUELS)	105,949.47		.00	105,949.47	Automatic Generated Check
	020366	01/12/18	SHA02 (SHAMROCK OFFICE SOLUTIONS)		20.09	.00	20.09	Automatic Generated Check
	020367	01/12/18	SOL01 (SOLUTIONS FOR TRANSIT)		2,083.33	.00	2,083.33	Automatic Generated Check
	020368	01/12/18	TEL01 (TPx COMMUNICATIONS)		1,959.46	.00	1,959.46	Automatic Generated Check
	020369	01/12/18	TIC01 (NIKKI JO ABERCROMBIE)		18.00	.00	18.00	Automatic Generated Check
	020370	01/12/18	TUR02 (RON TURLEY ASSOCIATES,INC)		1,433.03	.00	1,433.03	Automatic Generated Check
	020371	01/12/18	TX128 (KATHY HANDEL)		87.13	.00	87.13	Automatic Generated Check
	020372	01/12/18	TX136 (VIRGINIA REID)		108.38	.00	108.38	Automatic Generated Check
	020373	01/12/18	TX160 (MARY ANNE HAUSER)		74.38	.00	74.38	Automatic Generated Check
	020374	01/12/18	TX176 (TERA BRINGHURST)		79.05	.00	79.05	Automatic Generated Check
	020375	01/12/18	TX183 (KEVIN PEHRSON)		20.40	.00	20.40	Automatic Generated Check
	020376	01/26/18	AIM01 (AIM TO PLEASE JANITORIAL SER	-31,500.00		.00	31,500.00	Automatic Generated Check
	020377	01/26/18	ATT02 (AT&T)	-340.13		.00	340.13	Automatic Generated Check
	020378	01/26/18	CIT06 (CITY OF LIVERMORE SEWER)	202.16		.00	202.16	Automatic Generated Check
	020379	01/26/18	COR01 (CORBIN WILLITS SYSTEMS)	-239.45		.00	239.45	Automatic Generated Check
	020380	01/26/18	DEL01 (DELL MARKETING LP)	11,876.86		.00	11,876.86	Automatic Generated Check
	020381	01/26/18	DIR01 (DIRECT TV)	18.25		.00	18.25	Automatic Generated Check
	020382	01/26/18	FED01 (FedEx)	53.62		.00	53.62	Automatic Generated Check
	020383	01/26/18	FEH01 (FEHR & PEERS)	3,318.00		.00	3,318.00	Automatic Generated Check
	020384	01/26/18	JTH01 (J. THAYER COMPANY)	116.10		.00	116.10	Automatic Generated Check
	020385	01/26/18	KIM02 (KIMLEY-HORN AND ASSOC,INC)	460.80		.00	460.80	Automatic Generated Check
	020386	01/26/18	LYF01 (LYFT, INC)	-3,733.29		.00	3,733.29	Automatic Generated Check
	020387	01/26/18	PAV01 (PAVLOV ADVERTISING LLC)	-1,125.00		.00	1,125.00	Automatic Generated Check
	020388	01/26/18	QMR01 (QUANTUM MARKET RESEARCH INC.	-9,192.00		.00	9,192.00	Automatic Generated Check
	020389	01/26/18	SCF01 (SC FUELS)	18,246.56		.00	18,246.56	Automatic Generated Check
	020390	01/26/18	TX115 (LARRY MENDEZ)	117.94		.00	117.94	Automatic Generated Check
	020391	01/26/18	TX133 (SAR0JA IYER)	-85.00		.00	85.00	Automatic Generated Check
	020392	01/26/18	TX139 (ROBERT MONAGHAN)	476.50		.00	476.50	Automatic Generated Check
	020393	01/26/18	TX190 (DIANE PETRILLO)	40.00		.00	40.00	Automatic Generated Check
	020394	01/26/18	WES02 (WESTERN PACIFIC SIGNAL, LLC)	6,350.00		.00	6,350.00	Automatic Generated Check
Total for Bank Account 105 ----->					1,374,225.27	.00	1,374,225.27	
Grand Total of all Bank Accounts ----->					1,374,225.27	.00	1,374,225.27	

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Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
01-18	AIM01 (AIM TO PLEASE JANITORIAL SE	1039	11/04/17	12/04/17	A	10500.00	AIM01, 1039, OCT-17 BUS STOP CLEANING SERVICE
		1040	12/11/17	01/10/18	A	10500.00	AIM01, 1040, NOV-17 BUS STOP CLEANING SERVICE
		1041	01/04/18	02/03/18	A	10500.00	AIM01, 1041, DEC-17 BUS STOP CLEANING SERVICE
		Vendor's Total ----->				31500.00	
01-18	AME06 (AMERICAN FIDELITY ASSURANCESUPP01-18H		01/16/18	02/15/18	A	518.04	AME06, JAN-18 SUPPLEMENTAL INSURANCE
	SUPP12-17H		12/18/17	01/17/18	A	296.90	AME06, DEC-17 SUPPLEMENTAL INSURANCE
		Vendor's Total ----->				814.94	
01-18	ART01 (ART'S SECURITY LOCKSMITH)	78422	01/01/18	01/31/18	A	81.94	ART01, 78422, PO #6540 TRANSIT CENTER KEYS
01-18	ATT02 (AT&T)	10656829	12/13/17	01/12/18	A	349.03	ATT02, PAYER #9391035694, 11/13-12/12/17
		10795468	01/13/18	02/12/18	A	340.13	ATT02, 10795468, PAYER #9391035694 12/13-1/1
		Vendor's Total ----->				689.16	
01-18	ATT03 (AT&T)	971200404	12/19/17	01/18/18	A	961.93	ATT03, 7971200404, DEC-17 INTERNET PRI
01-18	AVI01 (AMADOR VALLEY INDUSTRIES)	655168	11/30/17	12/30/17	A	367.77	AVI01, 655168, NOV-17 GARBAGE PICKUP SERVICE
		655481	12/31/17	01/30/18	A	367.77	AVI01, 655481, DEC-17 GARBAGE PICKUP SERVICE
		Vendor's Total ----->				735.54	
01-18	BID01 (DON BIDDLE)	JAN-2018H	01/31/18	03/02/18	A	300.00	BID01, JAN-18 BOD STIPEND
01-18	BRO03 (KARLA SUE BROWN)	JAN-2018H	01/31/18	03/02/18	A	200.00	BRO03, JAN-18 BOD STIPEND
01-18	CAL03 (CALIFORNIA CHAMBER OF)	11196191	01/03/18	02/02/18	A	51.89	CAL03, 11196191, PO #6534 2018 EMPLOYMENT PO
01-18	CAL04 (CALIFORNIA WATER SERVICE)	198121817H	12/18/17	01/17/18	A	115.50	CAL04, 01986555555, BUS WASH 11/16-12/15/17
		257122817H	12/28/17	01/27/18	A	64.28	CAL04, 25755555555, TC FIRE 1/1-1/31/18
		361122917H	12/29/17	01/28/18	A	90.30	CAL04, 36165555555, TC WATER 11/30-12/28/17
		461122917H	12/29/17	01/28/18	A	295.18	CAL04, 46165555555, TC IRRG. 11/30-12/28/17
		475122817H	12/28/17	01/27/18	A	85.71	CAL04, 47555555555, MOA FIRE 1/1-1/31/18
		575122817H	12/28/17	01/27/18	A	85.71	CAL04, 57555555555, CONTRACTOR FIRE 1/1-1/31/18
		909121817H	12/18/17	01/17/18	A	467.05	CAL04, 90986555555, MOA WATER 11/16-12/15/17
		Vendor's Total ----->				1203.73	
01-18	CAL13 (CALIFORNIA TRANSIT)	312017DEC	01/11/18	02/10/18	A	1215.48	CAL13, 31-2017-DEC, DEC-17 INSURANCE CLAIMS
01-18	CAL15 (CALTRONICS BUSINESS SYS)	2428052H	01/09/18	02/08/18	A	455.32	CAL15, 2428052, BIZHUB THRU 1/7/2018
01-18	CIT06 (CITY OF LIVERMORE SEWER)	BW011618	01/16/18	02/15/18	A	29.67	CIT06, 138143-00, BUS WASH 12/19-1/16/18
		BW121917	12/19/17	01/18/18	A	29.67	CIT06, 138143-00, BUS WASH 11/21-12/19/17
		TC010918	01/09/18	02/08/18	A	50.44	CIT06, 133389-00, TRANSIT CENTER 12/12-1/9/1
		TC121217	12/12/17	01/11/18	A	36.80	CIT06, 133389-00, TRANSIT CENTER 11/14-12/12
		MOA011618	01/16/18	02/15/18	A	122.05	CIT06, 133294-00, MOA SEWER 12/19-1/16/18
		MOA121917	12/19/17	01/18/18	A	128.87	CIT06, 133294-00, MOA SEWER 11/21-12/19/17
		Vendor's Total ----->				397.50	
01-18	CIT07 (CITY OF LIVERMORE - WATER)	361011618H	01/16/18	02/15/18	A	52.24	CIT07, 139361-00, ATLANTIS SEWER 12/19-1/16/18
		361121917H	12/19/17	01/18/18	A	45.02	CIT07, 139361-00, ATLANTIS SEWER 11/21-12/19
		388010218H	01/02/18	02/01/18	A	127.21	CIT07, 139388-00, BUS WASH 12/5-1/2/18
		399011618H	01/16/18	02/15/18	A	19.75	CIT07, 139399-00, ATLANTIS SEWER 12/19-1/16/18
		399121917H	12/19/17	01/18/18	A	19.75	CIT07, 139399-00, ATLANTIS SEWER 11/21-12/19
		430011618H	01/16/18	02/15/18	A	143.85	CIT07, 138430-01, ATLANTIS INDOOR 12/19-1/16/18
		430121917H	12/19/17	01/18/18	A	143.85	CIT07, 138430-01, ATLANTIS INDOOR 11/21-12/1
		431010218H	01/02/18	02/01/18	A	36.53	CIT07, 138431-00, ATLANTIS IRRG. 12/5-1/2/18
		432011618H	01/16/18	02/15/18	A	13.49	CIT07, 138432-00, ATLANTIS FIRE 12/19-1/16/18
		432121917H	12/19/17	01/18/18	A	13.49	CIT07, 138432-00, ATLANTIS FIRE 11/21-12/19/17
		Vendor's Total ----->				615.18	
01-18	COO03 (BOB COOMBER)	JAN-2018H	01/31/18	03/02/18	A	100.00	COO03, JAN-18 BOD STIPEND
01-18	COR01 (CORBIN WILLITS SYSTEMS)	B712151	12/15/17	01/14/18	A	239.45	COR01, B712151, DEC-17 SERVICE
		B801151	01/15/18	02/14/18	A	239.45	COR01, B801151, JAN-18 SERVICE
		Vendor's Total ----->				478.90	

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Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
01-18	DAY02 (DAY & NIGHT PEST CONTROL)	130566	12/28/17	01/27/18	A	218.00	DAY02, 130566, 12/22/17 RUTAN SERVICE
01-18	DEL01 (DELL MARKETING LP)	217856764	01/25/18	02/24/18	A	11876.86	DEL01, 10217856764, PO #6532 ADDENDUM 715703
01-18	DEL05 (ALLIED ADMIN/DELTA DENTAL)	FEB-2018H JAN-2018H	01/25/18 12/25/17	02/24/18 01/24/18	A A	2294.02 2294.02	DEL05, FEB-18 DENTAL INSURANCE DEL05, JAN-18 DENTAL INSURANCE
		Vendor's Total ----->				4588.04	
01-18	DIR01 (DIRECT TV)	043306458 276694788	12/11/17 01/11/18	01/10/18 02/10/18	A A	14.00 18.25	DIR01, 33043306458, DEC-17 SERVICE DIR01, 33276694788, JAN-18 SERVICE
		Vendor's Total ----->				32.25	
01-18	DIR02 (DIRECT DEPOSIT OF PAYROLL C	20171229H 20180112H	01/11/18 01/19/18	02/10/18 02/18/18	A A	36849.99 40212.57	DIR02, PER DIRECT DEPOSIT 12/16-12/29/17 DIR02, PR DIRECT DEPOSIT 12/30/17-01/12/18
		Vendor's Total ----->				77062.56	
01-18	EDW01 (TAMARA EDWARDS)	DEC-2017H	01/11/18	02/10/18	A	34.59	EDW01, DEC-17 TRAVEL REIMBURSE
01-18	EFT01 (ELECTRONIC FUND TRANFERS)	20171229H 20180112H	01/11/18 01/17/18	02/10/18 02/16/18	A A	7785.08 9201.28	EFT01, FEDERAL TAXES 12/16-12/29/17 EFT01, FEDERAL TAXES 12/30/17-1/12/18
		Vendor's Total ----->				16986.36	
01-18	EJW01 (E.J. WARD INC)	0061743IN	11/30/17	12/30/17	A	32625.00	EJW01, 0061743-IN, PO #6279 SOFTWARE UPDATE
01-18	EME01 (EMERALD LANDSCAPE CO INC)	306245 306251 306782	12/18/17 12/18/17 01/01/18	01/17/18 01/17/18 01/31/18	A A A	450.00 625.00 1226.00	EME01, 306245, PO #6547 RUTAN FLOWER POT MAI EME01, 306251, PO #6548 RUTAN IRRG. REPAIRS EME01, 306782, JAN-18 LANDSCAPING SERVICES
		Vendor's Total ----->				2301.00	
01-18	EMP01 (EMPLOYMENT DEVEL DEPT)	20171229H 20180112H	01/11/18 01/17/18	02/10/18 02/16/18	A A	2762.11 3126.83	EMP01, STATE TAX 12/16-12/29/17 EMP01, STATE TAXES 12/30/17-1/12/18
		Vendor's Total ----->				5888.94	
01-18	ENV01 (ENVIRONMENTAL SYSTEMS RESEA	93389623	12/13/17	01/12/18	A	732.38	ENV01, 93389623, PO #6512 GIS SOFTWARE FY18
01-18	FED01 (FedEx)	606135660	01/19/18	02/18/18	A	53.62	FED01, 606135660, JAN-18 STATEMENT
01-18	FEH01 (FEHR & PEERS)	119502	01/09/18	02/08/18	A	3318.00	FEH01, 119502, RFP 2017-15 GO DUBLIN 11/25-1
01-18	HAG01 (SCOTT HAGGERTY)	JAN-2018H	01/31/18	03/02/18	A	200.00	HAG01, JAN-18 BOD STIPEND
01-18	HAN01 (HANSON BRIDGETT MARCUS)	1202914 1202915	11/30/17 11/30/17	12/30/17 12/30/17	A A	3764.50 3950.50	HAN01, 1202914, OCT-17 CONTRACT LEGAL FEES HAN01, 1202915, OCT-17 ADMIN LEGAL FEES
		Vendor's Total ----->				7715.00	
01-18	HAU01 (DAVID HAUBERT)	JAN-2018H	01/31/18	03/02/18	A	100.00	HAU01, JAN-18 BOD STIPEND
01-18	JTH01 (J. THAYER COMPANY)	1205365-0 1215150-0	12/12/17 01/16/18	01/11/18 02/15/18	A A	154.56 116.10	JTH01, 1205365-0, 12/12/17 PRINTING PAPER JTH01, 1215150-0, 1/16/18 PRINTING PAPER
		Vendor's Total ----->				270.66	
01-18	KIM02 (KIMLEY-HORN AND ASSOC, INC)	10642442	12/31/17	01/30/18	A	460.80	KIM02, 10642442, PO #6172 LAVTA BUS STOP IMP
01-18	KKI01 (ALPHA MEDIA LLC)	171288298 171288304	12/31/17 12/31/17	01/30/18 01/30/18	A A	3000.00 4000.00	KKI01, IN-1171288298, 12/1-12/31/17 TARGETED KKI01, CC-1171288304, 12/4-12/24/17 RADIO AD
		Vendor's Total ----->				7000.00	
01-18	LIV10 (LIVERMORE SANITATION INC)	947051	12/31/17	01/30/18	A	2315.68	LIV10, 947051, DEC-17 GARBAGE SERVICES
01-18	LYF01 (LYFT, INC)	7879 7880	09/30/17 09/30/17	10/30/17 10/30/17	A A	302.35 72.77	LYF01, 7879, SEPT-17 CODE:GODUBLIN LYF01, 7880, SEPT-17 CODE:GODUBLIN

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01-18	LYF01 (LYFT, INC)	7881	09/30/17	10/30/17	A	898.77	LYF01, 7881, SEPT-17 CODE:GODUBLIN9
		9218	10/31/17	11/30/17	A	1454.26	LYF01, 9218, OCT-17 CODE:GODUBLIN
		9387	11/30/17	12/30/17	A	1005.14	LYF01, 9387, NOV-17 CODE:GODUBLIN
		Vendor's Total ----->				3733.29	
01-18	MAZ01 (MAZE & ASSOCIATES)	26805	12/11/17	01/10/18	A	2846.00	MAZ01, 26805, FY17 AUDIT FINAL PAY
01-18	MCC01 (TONY McCAULAY)	JAN-2018H	01/25/18	02/24/18	A	106.41	MCC01, JAN-18 EXPENSE REIMBURSE
01-18	MER01 (MERCHANT SERVICES)	TC123117H	01/01/18	01/31/18	A	116.78	MER01, DEC-17 TC CC FEES
		MOA123117H	01/01/18	01/31/18	A	73.10	MER01, DEC-17 MOA CC FEES
		Vendor's Total ----->				189.88	
01-18	MET01 (METROPOLITAN TRANSPORT-)	AR015946	12/11/17	01/10/18	A	13001.11	MET01, AR015946, OCT-17 CLIPPER FEES
		AR016050	12/27/17	01/26/18	A	8772.86	MET01, AR016050, NOV-17 CLIPPER FEES
		Vendor's Total ----->				21773.97	
01-18	MTM01 (MEDICAL TRANSPORTATION MANA NOV-2017H	MTM112100H	12/07/17	01/06/18	A	118641.74	MTM01, NOV-17 MONTHLY SERVICE
			01/11/18	02/10/18	A	7805.00	MTM01, MTM-112100 12/14-1/8/18
		Vendor's Total ----->				126446.74	
01-18	MUT01 (MUTUAL OF OMAHA)	FEB-2018H	01/16/18	02/15/18	A	1045.67	MUT01, FEB-18 LIFE & LTD INSURANCE
		JAN-2018H	12/12/17	01/11/18	A	1045.67	MUT01, JAN-18 LIFE & LTD INSURANCE
		Vendor's Total ----->				2091.34	
01-18	MVT01 (MV TRANSPORTATION, INC.)	80282H	01/02/18	02/01/18	A	347235.80	MVT01, 80282, JAN-18 1ST INSTALL PAYMENT
		80283H	01/02/18	02/01/18	A	347235.80	MVT01, 80283, JAN-18 2ND INSTALL PAYMENT
		NOV-2017H	12/05/17	01/04/18	A	43565.77	MVT01, NOV-17 FIXED ROUTE SERVICES
		Vendor's Total ----->				738037.37	
01-18	NOR02 (NOR-CAL FIRE EQUIPMENT)	11323	12/21/17	01/20/18	A	616.48	NOR02, 11323, ANNUAL FIRE EXTING. MAINT & RE
01-18	OAK01 (OAKS BUSINESS PK OWNERS)	1STQTR18H	01/01/18	01/31/18	A	3548.00	OAK01, 1ST QTR BUSINESS PARK DUES
01-18	PAC01 (AT&T)	ATT120717H	12/07/17	01/06/18	A	32.94	PAC01,ACCT #232-351-6260,CONTRACTOR FIRE 12/
		ATT121117H	12/11/17	01/10/18	A	350.45	PAC01,ACCT #436-951-0106,ATLANTIS T1 12/11-1
		ATT121317H	12/13/17	01/12/18	A	161.75	PAC01,ACCT #925-243-9029,ATLANTIS ALARM 12/1
		Vendor's Total ----->				545.14	
01-18	PAC02 (PACIFIC GAS AND ELECTRIC)	580122917H	12/29/17	01/28/18	A	4006.51	PAC02, 5809326332-3, MOA ELECTRIC 11/30-12/2
		606122817H	12/28/17	01/27/18	A	1562.98	PAC02, 6062256368-6, ATLANTIS 11/29-12/27/17
		726122017H	12/20/17	01/19/18	A	687.67	PAC02, 7264840356-5, RAPID BUS STOPS 11/18-1
		764011018H	01/29/18	02/28/18	A	94.25	PAC02, 7649646868-7, DOOLAN TWR 12/12-1/9/18
		764121217H	12/12/17	01/11/18	A	113.15	PAC02, 7649646868-7, DOOLAN TWR 11/10-12/11/
		900011118H	01/29/18	02/28/18	A	2613.99	PAC02, 9007202117-4, MOA GAS 12/13-1/10/18
		900121317H	12/13/17	01/12/18	A	2162.11	PAC02, 9007202117-4, MOA GAS 11/11-12/12/17
		Vendor's Total ----->				11240.66	
01-18	PAC11 (PACIFIC ENVIROMENTAL SERV)	1257	12/11/17	01/10/18	A	120.00	PAC11, 1257, NOV-17 RUTAN MONTHLY SERVICE
		1258	12/11/17	01/10/18	A	120.00	PAC11, 1258, NOV-17 ATLANTIS MONTHLY SERVICE
		1280	01/06/18	02/05/18	A	120.00	PAC11, 1280, DEC-17 RUTAN MONTHLY SERVICE
		1281	01/06/18	02/05/18	A	120.00	PAC11, 1281, DEC-17 ATLANTIS MONTHLY SERVICE
		Vendor's Total ----->				480.00	
01-18	PAV01 (PAVLOV ADVERTISING LLC)	4317	12/11/17	01/10/18	A	1125.00	PAV01, 4317, PO #6330 DIRECT MAIL CAMPAIGN-1
01-18	PEN01 (JERRY PENTIN)	JAN-2018H	01/31/18	03/02/18	A	200.00	PEN01, JAN-18 BOD STIPEND
01-18	PER01 (PERS)	20171229CH	01/11/18	02/10/18	A	3155.33	PER01, PERS CLASSIC CONTRIBUTIONS 12/16-12/2
		20171229NH	01/11/18	02/10/18	A	2869.75	PER01, PERS NEW CONTRIBUTIONS 12/16-12/29/17
		20180112CH	01/17/18	02/16/18	A	3094.78	PER01, PERS CLASSIC CONTRIBUTIONS 12/30/17-1
		20180112NH	01/17/18	02/16/18	A	4387.00	PER01, PERS NEW CONTRIBUTIONS 12/30/17-1/12/
		Vendor's Total ----->				13506.86	

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01-18	PER03 (CAL PUB EMP RETIRE SYSTM)	FEB-2018H	01/16/18	02/15/18	A	36374.21	PER03, FEB-18 HEALTH INSURANCE
		JAN-2018H	12/14/17	01/13/18	A	37532.38	PER03, JAN-18 HEALTH INSURANCE
		Vendor's Total ----->				73906.59	
01-18	PER04 (CALPERS RETIREMENT SYSTEM)	20171229H	01/11/18	02/10/18	A	941.65	PER04, PERS 457 CONTRIBUTIONS 12/16-12/29/17
		20180112H	01/17/18	02/16/18	A	691.14	PER04, PERS 457 CONTRIBUTIONS 12/30/17-1/12/18
		Vendor's Total ----->				1632.79	
01-18	PLA02 (PLANETERIA MEDIA LLC)	15221	12/15/17	01/14/18	A	325.00	PLA02, 15221, PO #6216 WEB HOSTING DEC-17
01-18	QMR01 (QUANTUM MARKET RESEARCH INCQ1234-001		01/16/18	02/15/18	A	9192.00	QMR01, Q1234-001, 2017 PARATRANSIT PHONE SUR
01-18	SCF01 (SC FUELS)	3461748	11/22/17	12/22/17	A	17317.41	SCF01, 3461748, 11/22/17 FUEL DELIVERY
		3470918	12/07/17	01/06/18	A	16638.75	SCF01, 3470918, 12/7/17 FUEL DELIVERY
		3476356	12/15/17	01/14/18	A	17345.03	SCF01, 3476356, 12/15/17 FUEL DELIVERY
		3480806	12/21/17	01/20/18	A	17559.17	SCF01, 3480806, 12/21/17 FUEL DELIVERY
		3484694	12/28/17	01/27/18	A	18447.14	SCF01, 3484694, 12/28/17 FUEL DELIVERY
		3490595	01/08/18	02/07/18	A	18641.97	SCF01, 3490595, 1/8/18 FUEL DELIVERY
		3495182	01/15/18	02/14/18	A	18246.56	SCF01, 3495182, 1/15/18 FUEL DELIVERY
		Vendor's Total ----->				124196.03	
01-18	SHA02 (SHAMROCK OFFICE SOLUTIONS)	317702	12/26/17	01/25/18	A	20.09	SHA02, 317702, FRONT DESK PRINTER 11/30-12/2
01-18	SHE05 (SHELL)	DEC-2017H	01/05/18	02/04/18	A	68.74	SHE05, DEC-17 CC STATEMENT
01-18	SOL01 (SOLUTIONS FOR TRANSIT)	18-01051A	01/05/18	02/04/18	A	2083.33	SOL01, DEC-17 CLIPPER ANALYSIS
01-18	SPE04 (STEVEN G. SPEDOWFSKI)	JAN-2018H	01/31/18	03/02/18	A	300.00	SPE04, JAN-18 BOD STIPEND
01-18	STA01 (STATE COMPENSATION FUND)	FEB-2018H	01/22/18	02/21/18	A	2141.67	STA01, FEB-18 WORKER'S COMP PREMIUM
		JAN-2018H	12/22/17	01/21/18	A	2141.67	STA01, JAN-18 WORKER'S COMP PREMIUM
		Vendor's Total ----->				4283.34	
01-18	STA04 (STATE BOARD OF)	QTR4-2017H	01/23/18	02/22/18	A	1967.64	STA04, 4TH QTR 2017 STORAGE TANK MAINT FEE
01-18	STA05 (STATE BOARD OF EQUAL)	QTR4-2017H	01/25/18	02/24/18	A	1041.42	STA05, 4TH QTR 2017 EXEMPT BUS OPERATOR TAX
01-18	STA13 (STAPLES CREDIT PLAN)	DEC-2017H	12/08/17	01/07/18	A	377.06	STA13, DEC-2017 CC STATEMENT
		JAN-2018H	01/09/18	02/08/18	A	317.25	STA13, JAN-18 CC STATEMENT
		Vendor's Total ----->				694.31	
01-18	SUD01 (JENNIFER SUDA)	JAN-2018H	01/25/18	02/24/18	A	4.69	SUD01, JAN-18 EXPENSE REIMBURSE
01-18	TAX07 (ASMA SYEDA)	1-18-18H	01/25/18	02/24/18	A	18.28	TAX07, PARATAXI REIMBURSE 1/18/18
		12-23-17H	01/11/18	02/10/18	A	22.10	TAX07, PARATAXI REIMBURSE 12/23/17
		Vendor's Total ----->				40.38	
01-18	TAX67 (CHRISTEL RAGER)	1204-1215H	01/11/18	02/10/18	A	117.30	TAX67, PARATAXI REIMBURSE 12/4-12/15/17
01-18	TAX72 (JUSTIN HART)	1205-1230H	01/25/18	02/24/18	A	200.00	TAX72, PARATAXI REIMBURSE 12/5-12/30/17
01-18	TAX76 (MARY ANN HANDZUS)	0927-1213H	01/11/18	02/10/18	A	211.44	TAX76, PARATAXI REIMBURSE 9/27-12/13/17
01-18	TAX91 (VIVIAN MARIE MILLER)	1214-0102H	01/11/18	02/10/18	A	133.27	TAX91, PARATAXI REIMBURSE 12/14-1/2/18
01-18	TAX99 (SAEED TIRMIZI)	0423-1223H	01/25/18	02/24/18	A	96.71	TAX99, PARATAXI REIMBURSE 4/23-12/23/17
01-18	TEL01 (TPx COMMUNICATIONS)	985511020	12/31/17	01/30/18	A	1959.46	TEL01, 98551102-0, 1/1-1/31/18 SERVICE
01-18	TIC01 (NIKKI JO ABERCROMBIE)	12-21 DMP	01/11/18	02/10/18	A	18.00	TIC01, 12/21/17 REFUND FOR DMP RETURNED
01-18	TURO2 (RON TURLEY ASSOCIATES, INC)	51171	12/21/17	01/20/18	A	1433.03	TURO2, 51171, PO #6526 REPLACEMENT INVENTORY

REPORT.: Feb 15 18 Thursday
 RUN....: Feb 15 18 Time: 09:37
 Run By.: Daniel Zepeda

LAVTA
 Month End Payable Activity Report
 Prior Period Report for 01-18

PAGE: 005
 ID #: PY-AC
 CTL.: WHE

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
01-18	TX113 (RODGER RAGER)	1218-1228H	01/11/18	02/10/18	A	41.65	TX113, PARATAXI REIMBURSE 12/18-12/28/17
01-18	TX115 (LARRY MENDEZ)	1201-0120	01/25/18	02/24/18	A	117.94	TX115, PARATAXI REIMBURSE 12/1/17-1/20/18
01-18	TX128 (KATHY HANDEL)	1211-0102	01/11/18	02/10/18	A	87.13	TX128, PARATAXI REIMBURSE 12/11-1/2/18
01-18	TX133 (SAROJA IYER)	1214-0105	01/25/18	02/24/18	A	85.00	TX133, PARATAXI REIMBURSE 12/14/17-1/5/18
01-18	TX136 (VIRGINIA REID)	1108-1221	01/11/18	02/10/18	A	108.38	TX136, PARATAXI REIMBURSE 11/8-12/21/17
01-18	TX139 (ROBERT MONAGHAN)	1001-1212	01/25/18	02/24/18	A	476.50	TX139, PARATAXI REIMBURSE 10/1-12/12/17
01-18	TX143 (KIM BRETOI)	1102-1230H	01/25/18	02/24/18	A	344.05	TX143, PARATAXI REIMBURSE 11/2-12/30/17
01-18	TX160 (MARY ANNE HAUSER)	1019-1130	01/11/18	02/10/18	A	74.38	TX160, PARATAXI REIMBURSE 10/19-11/30/17
01-18	TX161 (JYOTSNA MEHTA)	1107-1226H	01/11/18	02/10/18	A	281.54	TX161, PARATAXI REIMBURSE 11/7-12/26/17
01-18	TX176 (TERA BRINGHURST)	0914-1206	01/11/18	02/10/18	A	79.05	TX176, PARATAXI REIMBURSE 9/14-12/6/17
01-18	TX183 (KEVIN PEHRSON)	1203-1231	01/11/18	02/10/18	A	20.40	TX183, PARATAXI REIMBURSE 12/3-12/31/17
01-18	TX190 (DIANE PETRILLO)	1214-1219	01/25/18	02/24/18	A	40.00	TX190, PARATAXI REIMBURSE 12/14-12/19/17
01-18	VER01 (VERIZON WIRELESS)	798593569H	12/22/17	01/21/18	A	1317.96	VER01, 9798593569, WIFI & CELL SERVICE 11/23
01-18	VSP01 (VSP)	JAN-2018H	12/20/17	01/19/18	A	559.88	VSP01, JAN-18 VISION INSURANCE
01-18	WEG01 (CHRISTY WEGENER)	DEC-17 #2H	01/11/18	02/10/18	A	247.46	WEG01, DEC-17 EXPENSE REIMBURSE
01-18	WES02 (WESTERN PACIFIC SIGNAL, LLC	24104-10% 24117-10%	08/16/17 08/18/17	09/15/17 09/17/17	A A	4850.00 1500.00	WES02, 24104-10%, RFP 2016-05 ADAPT CONTROL WES02, 24117-10%, RFP 2016-05 ADAPT CONTROL
Vendor's Total ----->						6350.00	
Total of Purchases -->						1374225.27	=====

AGENDA

ITEM 4 C

STAFF REPORT

SUBJECT: Summer 2018 Summer School Service Accommodation

FROM: Christy Wegener, Director of Planning and Operations
Cyrus Sheik, Senior Transit Planner

DATE: March 5, 2018

Action Requested

To consider the travel needs of students attending the summer school programs in Dublin and Pleasanton, and forward a recommendation to the Board of Directors.

Background

LAVTA in some areas of Dublin and Pleasanton supplements its mainline routes with limited “school tripper” service operating on school days during the main academic year. Since 2014, the agency has also provided a limited subset of this service to accommodate students that attend the summer school sessions of the Dublin Unified School District (DUSD) and Pleasanton Unified School District (PUSD).

Last year, the DUSD summer program was conducted at Dublin High School, and the PUSD summer program at Foothill High School (FHS). LAVTA accommodated these programs by providing service on two supplemental Wheels routes for each - #501 and #502 for Dublin, and #602 and #604 for Pleasanton.

Discussion

The Dublin school district will again run its summer program at the Dublin High School (DHS) location this year, while the Pleasanton program will return back to the location from which it ran two years ago – Amador Valley High School (AVHS). No Wheels mainline route serves DHS, while AVHS is directly located along Route 10R.

The summer supplemental service that was operated in Dublin in 2017 operated across 28 days, and carried a total of 4,018 boardings through the program – or an average of 144 one-way boardings per day operated. Relative to the vehicle hours operated, this equated to approximately 59.1 unlinked passenger boardings per vehicle revenue hour.

The Pleasanton summer supplemental service *in 2016* (year illustrated to provide a usable comparison with the move back to Amador), provided by way of route #605, operated across 21 days, and carried a total of 49 boardings through the program – or about 2 one-way boardings per day operated. This equated to approximately 2.2 boardings per revenue hour.

The table below summarizes these indicators.

PRIOR SUMMERTIME SUPPLEMENTAL SERVICE RIDERSHIP				
City	Days operated	Daily boardings	Total ridership	Pax/h
Dublin (2017)	28	144	4 018	59.1
Pleasanton (2016)	21	2	49	2.2

When comparing the boardings-per-revenue-hour indicator with how the Wheels school tripper routes typically perform during the main academic year (60 pax/h but with a wide spread), the Dublin summer service did well.

However, the virtual absence of ridership on the supplemental service that was provided for the Pleasanton program when it was last based at AVHS indicates that students were able to use the regular mainline Wheels service available there. In 2016, two mainline Wheels routes - #8 and #10 – were operated along Santa Rita Road facing AVHS. However, later that year, the #8 was realigned and no longer travels in the area of the school. Having said this, the #10 is a frequent service that operates every 15 minutes throughout the day, has capacity, and provides connections to #8 at the East Dublin/Pleasanton BART station as well as in downtown Pleasanton.

Service Options for Summer 2018

Dublin: The DUSD summer school program is expected to be offered similarly to last year in terms of duration and bell times, and to run for six weeks, Monday thru Friday, starting June 11. Classes will begin at 8:00a and end at 12:30p, and the program will again be held at Dublin High School. As with last year, these times coincide closely enough with those of the *STEM Enrichment Academy* to be able to accommodate their students as well with a single daily arrival and departure to/from the school (both programs are held at DHS).

All four Wheels supplemental routes that serve Dublin High (#501, #502, and #504 from East Dublin, and #503 from Shannon Park) during the main academic year would technically be suitable for the summer program as well. Given, however, the typically lower enrollment compared to the main academic year and the ridership seen last year, it would likely be more appropriate to only run two of the four routes – similarly to last year. During the main school year, routes #501 and #504 see the most demand; however, with only two routes warranted from a demand perspective, operating the 501 and 502 would provide the best combined neighborhood coverage (Route #503 does provide unique coverage to the Shannon Park area but may not be expected to carry a sufficient number of students to warrant summer service). The following table lists the primary areas served by the 501/502 combo.

ROUTES 501 AND 502 RECOMM. SUMMER SERVICE 2018	
Neighborhoods served	
<i>Area</i>	<i>Route</i>
Positano Hill	501
Signal Hill*	501
Silvera Ranch*	501
Dublin Ranch*	501
Emerald Glen North	501
Bray Commons	502
Emerald Glen South	502
Wildwood Road	502

* Via perimeter arterial

The table below shows the estimated cost factors for running the #501 and #502 for this year's summer session. The estimate includes the cost of an overflow bus for the afternoon #501 trip, based on the loads that were experienced last year. The anticipated net cost of operating this service, after fare revenue, would be approximately \$2,510.

ROUTES 501 AND 502 RECOMM. SUMMER SERVICE 2018	
Cost estimate	
Daily revenue hours	2.43
Number of days operated	29
Total revenue hours	70.47
Total fully allocated cost	\$7 605
Daily ridership	144
Total program ridership	4 176
Estimated fare revenue	\$5 095
Total net cost (est'd)	\$2 510

Based on the apparent success of the Dublin supplemental service last summer, and on the continued growth in the city's student population, Staff anticipates service to again be productive this year and recommends that the Committee endorse accommodating the Dublin summer program as shown above.

Pleasanton: As indicated in the background section, the PUSD summer school program location last year was at Foothill High School, but is reverting back to Amador Valley High School this year – the same location as two years ago. The program will offer middle- and high school grade summer classes as well as enrichment courses. Similar to Dublin, the program is anticipated to start on June 11 and run for six weeks, and take place during the hours of 8:00a and 12:30p (middle school grades to let out at 12:00p). There will be no classes on Fridays.

Due to the presence of the frequent Wheels trunk line #10R operating throughout the day in the Santa Rita Road corridor by AVHS, and given the virtual absence of riders on the

supplemental route #605 when running that for the 2016 summer session, Staff recommends *no supplemental service* for the 2018 program in Pleasanton.

In order to maximize students' options with the Pleasanton program, Staff would produce targeted timetables and other materials tailored toward students who could utilize Route 10R for their travel to and from the summer classes. These materials would highlight the scheduled trips that are relevant to the bell times of the summer program, and would contain guidance on transfer options as applicable.

Budget

The current budget contains a contingency placeholder corresponding to 750 additional revenue hours annually for this and similar purposes. The approximately 70 revenue hours required to provide the summer supplemental service recommended above can be accommodated within that contingency amount.

Recommendation

At its February 26, 2018 meeting, the Projects & Services Committee forwarded a recommendation to the Board of Directors to:

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

Attachments:

1. Summer Service Resolution 05-2018

Approved by: _____

RESOLUTION 05-2018

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
AUTHORIZING SUMMER SERVICE FOR ROUTES 501 AND 502**

WHEREAS, LAVTA currently operates supplemental fixed route service to accommodate high school student transportation from multiple residential areas of Dublin and Pleasanton during the academic year; and

WHEREAS, LAVTA has operated a selection of its supplemental routes to accommodate summer school programs each year since 2014, and

WHEREAS, the Dublin Unified School District and the Pleasanton Unified School District have expressed interest in, and support for, continuing to provide service during summer session, in order to serve the transportation needs for their summer middle- and high school program; and

WHEREAS, LAVTA wishes to be responsive and supportive of reasonable requests by our partnership with the Dublin and Pleasanton Unified School Districts; and

WHEREAS, Wheels routes 501 and 502 would provide the best neighborhood coverage for the Dublin summer school program relative to the limited resources that are available to LAVTA; and

WHEREAS, Wheels regular mainline Route 10R has the capability and capacity to reasonably facilitate student travel to and from the location of the Pleasanton summer school program location this year; and

WHEREAS, the cost of the incremental service is relatively small and may be partially offset by passenger fares that the Authority believes can be reasonably expected.

NOW, THEREFORE BE IT RESOLVED, by the Board of Directors of the Livermore Amador Valley Transit Authority that the LAVTA Board approves providing summer service on Wheels routes 501 and 502 during school days in June and July 2018 for the Dublin program, and approves directing students to the regular Wheels mainline Route 10R service for the Pleasanton program.

PASSED AND ADOPTED this 5th day of March, 2018.

Karla Brown, Chair

Attest:

Michael Tree, Executive Director

AGENDA

ITEM 4 D

STAFF REPORT

SUBJECT: Contract Award for Individualized Marketing Services

FROM: Tony McCaulay, Marketing Manager

DATE: February 26, 2018

Action Requested

Approve a recommendation for the award of a contract for the purchase of individualized marketing services to Steer Davies Gleave in the amount of \$129,950, to exercise the contract option extending our existing contract one (1) additional year. Additionally staff requests a 10% contingency for the project and authorization for the Executive Director to execute the contract.

Background

A key goal of the Wheels Forward planning effort was to optimize productivity on existing routes, particularly those routes featuring 15-minute all day frequency. Wheels Forward achieved that end, creating multiple corridors where the bus system is convenient and competes effectively with the personal automobile on destinations along the corridor. Such corridors are best marketed for lasting ridership gains using individualized marketing techniques.

Individualized marketing for public transit entails personal contact by trained travel ambassadors with individuals who live near quality transportation within a corridor. The person-centered approach allows individuals to reflect upon their travel habits in a non-controversial way and consider viable alternatives for their own personal situation, with tailored resources and information.

The FY2018 Marketing Plan included individualized marketing for the Route 30R along the Dublin Boulevard corridor with an identical budget to the SmartTrips Pleasanton project carried out last year. This year's project will also include outreach to a segment of the Route 30R in Livermore along Portola Avenue near Las Positas College. With Board approval, it is anticipated that outreach activities will occur during the latter part of May.

Discussion

Staff released a Request for Proposals (RFP) on August 15, 2016, seeking to procure the services of an experienced firm to conduct the individualized marketing on the Santa Rita/Owens Drive corridor in FY 2017. The RFP include a second year option for FY2018

to conduct the same individualized marketing along Dublin Boulevard. The proposal submitted by Steer Davies Gleave from Los Angeles was found to be the most qualified and best value, and the LAVTA Board approved award of the initial contract in October 2016.

Fiscal Impact

Funds for this project, including the initial year and the option year of the contract and requested contingencies, are provided through a Transit Performance Initiative (TPI) grant that was awarded to LAVTA by MTC in May 2016.

Recommendation

Approve the award of a contract for purchase of individualized marketing services to Steer Davies Gleave in the amount of \$129,950 for the option year of the contract. Additionally staff requests a 10% contingency for the project and authorization for the Executive Director to execute the contract.

Attachments:

1. Resolution 07-2018 Awarding Individualized Marketing Services

Approved by: _____

RESOLUTION 07-2018

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
AWARDING INDIVIDUALIZED MARKETING SERVICES**

WHEREAS, the LAVTA requires the services of a third party contractor to implement individualized marketing strategies for the purpose of generating customers and ridership in key corridors of the Wheels bus system; and

WHEREAS, the agency's issued a Request for Proposals 2016-16; and

WHEREAS, Steer Davies Gleave responded to LAVTA's request for proposals and submitted a proposal which was selected as the "best value" and a responsive and responsible proposal; and

WHEREAS, Steer Davies Gleave was awarded a contract for year one (1) of this project with an option for a second year; and

WHEREAS, LAVTA now wishes to exercise the option year of the contract.

NOW, THEREFORE BE IT RESOLVED, by the Board of Directors of the Livermore Amador Valley Transit Authority that the LAVTA Board approves entering into a contract with Steer Davies Gleave for \$129,950 for year two (2) of this project, and directs the Executive Director to sign a contract on their behalf; and

BE IT FURTHER RESOLVED that the Board of Directors authorizes the Executive Director to expend a 10% contingency amount not to exceed \$12,995.

PASSED AND ADOPTED this 5th day of March, 2018.

Karla Brown, Chair

Attest:

Michael Tree, Executive Director

AGENDA

ITEM 4 E

STAFF REPORT

SUBJECT: Resolution in Support of Application for FY 17-18 funding through the State Low Carbon Transit Operations Program (LCTOP)

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

DATE: March 5, 2018

Action Requested

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

Background

The LCTOP was established by California Senate Bill 862 to provide funding, on a formula basis, for operational or capital expansion projects to reduce greenhouse gas emissions and improve mobility, with a priority on serving disadvantaged communities. The funds are derived from California's Cap-and-Trade Program and are the result of quarterly auctions of emission credits for greenhouse gas emitters regulated under AB 32, California's Global Warming Solutions Act of 2006. Auction proceeds, known as the Greenhouse Gas Reduction Fund, are then reinvested in various projects to further reduce emissions. There is a continuous appropriation of 5 percent of Cap and Trade auction proceeds into the LCTOP and other Cap and Trade programs. The auction proceeds are anticipated to vary over time as Cap and Trade revenues fluctuate.

The program guidelines state that transit agencies receiving funds from the LCTOP shall submit expenditure proposals listing projects that meet any of the following criteria:

- Expenditures that directly enhance or expand transit service by supporting new or expanded services, expanded intermodal transit facilities, and may include equipment acquisition, fueling, and maintenance, and other costs to operate those services or facilities.
- Operational expenditures that increase transit mode share.
- Expenditures related to the purchase of zero-emission buses, including electric buses, and the installation of the necessary equipment and infrastructure to operate and support zero-emission buses.

The LCTOP specifically requires documentation that each proposed project will achieve a reduction in greenhouse gas emissions and will not supplant other sources of funds. In

addition, project sponsors are required to document how their projects meet all program requirements related to benefits to Disadvantaged Communities (DACs) and AB 1550 Population requirements to benefit low-income households. LAVTA's service area has one low-income census tract as defined by AB 1550, shown in the map in Attachment 2.

Discussion

Staff proposes to carry its FY 17-18 LCTOP funding allocation forward toward the future purchase of four zero-emission battery-electric buses to replace diesel-electric hybrids at the end of their useful life in FY 2021-22. LCTOP guidelines permit eligible recipients to roll funds over into a subsequent fiscal year, accruing a maximum of four years of LCTOP funds for a more substantial project. Approved projects must also be completed and funds expended within the subsequent four years. Applying the LCTOP funding to a future zero-emission battery-electric bus purchase will meet the LCTOP program requirements by reducing greenhouse gas emissions associated with operating diesel-electric hybrid buses.

LAVTA's next replacement bus purchases are currently scheduled for FY 2022 and FY 2023 according to the agency's Short Range Transit Plan. The LCTOP funds will specifically be used to offset the incrementally higher cost of battery-electric buses compared to diesel-electric hybrids typically funded with Federal Transit Administration transit-capital funds.

Budget

The proposed project budget and schedule is as follows, pending future allocation amounts and funding decisions in future budget years. The attached resolution only commits FY 2017-18 LCTOP funds highlighted below to a future project, as permitted by the guidelines.

Fund Source	FY 2017-18	FY 2018-19	FY 2021-22	Total
LCTOP - Revenue-Based	\$51,389	\$51,389	-	\$102,778
LCTOP – Population Based	\$264,885	\$264,885	-	\$529,770
<i>LCTOP Subtotal</i>	<i>\$316,274</i>	<i>\$316,274</i>	-	<i>\$632,548</i>
FTA 5307	-	-	\$2,720,000	\$2,720,000
TDA	-	-	\$600,000	\$600,000
Total Budget	\$316,274	\$316,274	\$3,320,000	\$3,952,548

Recommendation

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

Attachments:

1. Resolution 09-2018
2. Map of AB 1550 Low Income Community of North Livermore

Approved by: _____

RESOLUTION 09-2018

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
AUTHORIZING FOR THE EXECUTION OF THE CERTIFICATIONS AND
ASSURANCES AND AUTHORIZED AGENT FORMS FOR THE LOW CARBON
TRANSIT OPERATIONS PROGRAM (LCTOP) FOR THE PURCHASE OF FOUR (4)
ZERO-EMISSION REPLACEMENT BUSES USING \$316,274 IN LCTOP FUNDS**

WHEREAS, the Livermore Amador Valley Transit Authority is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP) for transit projects; and

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

WHEREAS, Senate Bill 862 (2014) named the Department of Transportation (Department) as the administrative agency for the LCTOP; and

WHEREAS, the Department has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies); and

WHEREAS, the Livermore Amador Valley Transit Authority wishes to delegate authorization to execute these documents and any amendments thereto to Michael Tree, Executive Director;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Livermore Amador Valley Transit Authority that the fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances and the Authorized Agent documents and applicable statutes, regulations and guidelines for all LCTOP funded transit projects; and

NOW THEREFORE, BE IT FURTHER RESOLVED that Michael Tree, Executive Director, be authorized to execute all required documents of the LCTOP program and any Amendments thereto with the California Department of Transportation; and

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Board of Directors of the Livermore Amador Valley Transit Authority that it hereby authorizes the submittal of the following project nomination and allocation request to the Department in FY 2017-18 LCTOP funds:

Project Name: Purchase of Four (4) Zero-Emission Replacement Buses

Amount of LCTOP funds requested: \$316,274

Short description of project: Purchase four (4) 40-foot zero-emission battery-electric buses to replace diesel-electric hybrid buses at the end of their useful life.

Contributing Sponsors (if applicable): Metropolitan Transportation Commission

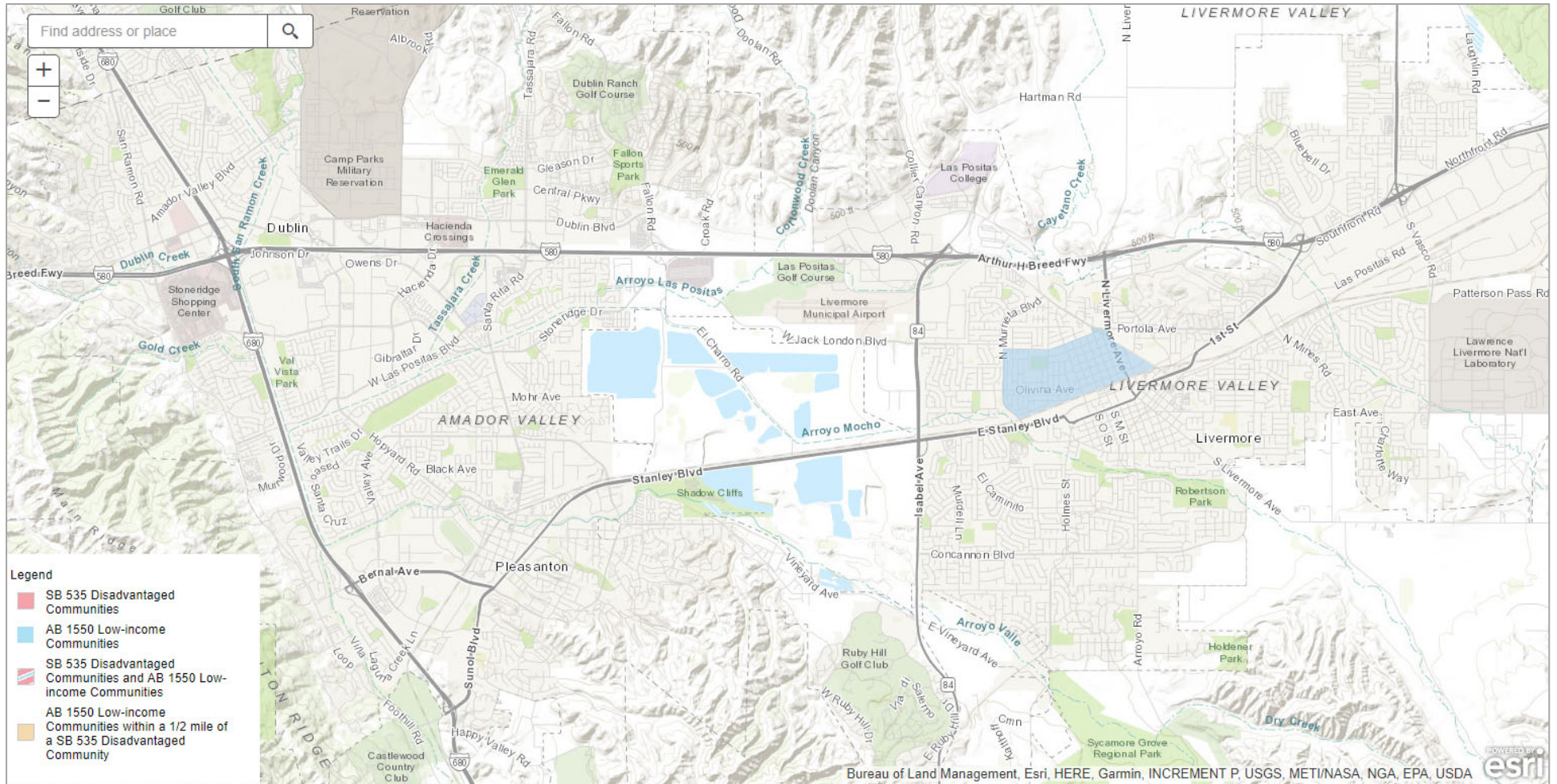
PASSED AND ADOPTED BY the governing board of the Livermore Amador Valley Transit Authority on this 5th day of March 2018.

Karla Brown, Chair

Attest:

Michael Tree, Executive Director

Attachment 2. Location of AB 1550 Low Income Community (North Livermore) in LAVTA's Service Area



AGENDA

ITEM 5

STAFF REPORT

SUBJECT: Fixed-Route Operations and Maintenance Contract

FROM: Michael Tree, Executive Director

DATE: March 5, 2018

Action Requested

Based on the recommendations of both the Projects & Services and Finance & Administration Committees, staff recommends the Board of Directors award the Operations and Maintenance (O&M) Contract for fixed-route bus service to MV Transportation for a period of three base years commencing on July 1, 2018, with LAVTA holding four additional one-year options.

Background

LAVTA most recently went out to bid for its O&M contract in 2011, and awarded the fixed-route contract to MV Transportation, which has held LAVTA's fixed-route O&M contract continuously since 2003. At that time, the paratransit O&M contract was awarded to American Logistics Company, and since that time the two contracts have been procured and managed separately due to fundamental differences in business models between the two modes of service planning and delivery.

MV's current fixed-route O&M contract commenced on July 1, 2011. The three base years of the current contract expired on June 30, 2014. At that time, the Board of Directors began extending the contract term by exercising each of the four option years in succession, as business conditions remained stable and overall service levels remained fairly consistent throughout the contract period. On July 1, 2016, MV executed a new collective bargaining agreement (CBA) with the Teamsters Local 70, which is in effect through June 30, 2020. On November 27, 2017, MV notified LAVTA staff that it was in negotiations with the union to renegotiate the CBA to raise wages for entry-level drivers based on a market analysis of starting wages in the Livermore area for drivers. On November 29, 2017, MV and the Teamsters executed a Memorandum of Agreement amending the existing agreement accordingly for the remainder of the CBA term.

Discussion

In preparing to re-bid the fixed-route O&M contract, staff developed and refined procurement documents beginning in Summer 2017 to incorporate LAVTA's current operating conditions, agency priorities, and revenue forecasts. During this time, staff also contemplated the status of the paratransit O&M contract (currently held by Medical

Transportation Management, Inc.) and determined that it was in LAVTA's interests under present business conditions to keep the fixed-route and paratransit contracts separate for the time being. On October 20, 2017, LAVTA issued a Request for Proposals (RFP) for the operation and maintenance of fixed-route bus service.

Five firms attended a pre-proposal conference on November 6, 2017, in which the scope of services was described. The due date for proposals to be submitted was January 5, 2018, and at that time three proposals were received from First Transit, Inc., MV Transportation, Inc., and Ride Right LLC. (Ride Right is the fixed-route counterpart to MTM, Inc.)

Staff convened a panel to evaluate the proposals comprising the following individuals with subject-matter expertise both internal and external to LAVTA, and having direct experience with all three proposing firms:

- Tamara Edwards, Director of Finance, LAVTA
- Steve Ponte, Chief Operating Officer, Tri Delta Transit
- Rob Thompson, Assistant General Manager, WestCAT
- Christy Wegener, Director of Planning and Operations, LAVTA
- Jennifer Yeamans, Senior Grants, Project Management & Contract Specialist, LAVTA

The panel reviewed the written proposals in early January and subsequently conducted in-person interviews on January 25 and 29 with the three proposers, including their proposed management teams.

The evaluation criteria used to rank the proposals and each firm's average score from the evaluation panel were as follows:

Criterion	First Transit	MV	Ride Right
The experience of the local management team and the company (max 30 points)	20.4	24.8	21.6
Cost of providing the contractual services (max 25 points)	19.0	23.2	22.0
Approach to Scope of Work (max 35 points)	27.4	27.8	31.2
The commitment to the existing workforce (max 10 points; no partial points awarded)	10.0	10.0	10.0
Total (max 100 points)	76.8	85.8	84.8

Because this procurement is an RFP, LAVTA can make its decision based on which proposal is perceived to provide the best value to the agency; it is not a process that mandates an award to the lowest responsible bidder. Staff nevertheless analyzed each firm's best and final cost proposal carefully and determined MV's proposal to be lower than the others across several cost factors described further in the Budget section below.

Other key differentiators in the evaluation included:

- Because of its proposed management team's tenure with the Wheels system and MV's long-standing presence providing bus service in the Tri-Valley, MV ranked highest in firm and local-management experience. First Transit scored relatively well in terms of the firm's industry experience but less so in terms of the experience of the proposed local management team. Conversely, Ride Right had a strong proposed local management team but no comparable experience as a firm delivering fixed-route service for a system and fleet of LAVTA's size and complexity.
- Ride Right scored highest in terms of the proposed approach to LAVTA's scope of work. Panelists were responsive to several innovative ideas presented and a highly customer-focused approach to delivering service and enhancing employee morale. Both MV and First did not present as many cross-cutting, innovative strategies, and/or demonstrated a lack of knowledge or specificity in interviews of some key aspects of LAVTA's service goals and/or agency priorities, such as driver recruitment and retention.

After the panel's evaluation and interviews, and after issuing follow-up questions and receiving clarifying responses, the proposers' rankings were as follows:

MV Transportation	1st
Ride Right	2nd
First Transit	3rd

Budget

The base-year costs proposed by the three firms and comparison to the agency's FY 17-18 fixed-route O&M budget of \$9,338,719 at present service and full staffing levels are as follows:

Firm	Proposed FY 18-19 Base Cost	Comparison to FY 17-18	
		\$	%
MV Transportation	\$10,062,348	+\$723,629	+7.7%
Ride Right	\$10,573,134	+\$1,234,415	+13.2%
First Transit	\$10,667,156	+\$1,328,437	+14.2%

Incorporating the various cost-escalators provided by each firm illustrates the total costs of each firm's proposed services over the three-year initial contract period as well as the total seven-year term with options.

Firm	<u>Initial 3-Year Term</u>		<u>7-Year Total with Options</u>	
	Average Escalator	Total Obligation	Average Escalator	Total Obligation
MV Transportation	2.77%	\$31,035,975	2.69%	\$76,351,950
Ride Right	3.84%	\$33,039,979	2.76%	\$81,445,247
First Transit	4.95%	\$33,629,781	4.13%	\$85,653,521

Normalizing the cost proposals across minor variations in staffing levels proposed, MV's proposal was nearly \$2,000 less per Full-Time Equivalent (FTE) employee per year over the initial three-year term than the other proposers. All three firms were notified of the Memorandum of Agreement MV executed with its union via an Addendum to the RFP and had the opportunity to incorporate the revised CBA and current employment conditions into their cost proposals.

Finally, both non-incumbent firms proposed transition and startup costs ranging from \$317,585 (First) to \$476,042 (Ride Right) associated with taking over the contract. MV's proposal included no such costs.

Fiscal Impact

Expenses associated with the new Operations and Maintenance contract will be incorporated into the FY18-19 budget development process, which will begin in March and be completed in June with Board approval.

Committee Feedback

Staff presented a recommendation at the February 26, 2018, Projects & Services Committee, where Committee member feedback involved questions about the makeup of the evaluation panel and the subjective nature of the evaluations and rankings of each firm. The Committee also noted the lack of startup and transition costs associated with renewing MV's contract compared to significant expenses associated with transitioning to a different contractor.

At the February 27, 2018, Finance & Administration Committee meeting, members noted that MV evidently presented the best value to the Authority due to their substantially lower cost proposal, and also inquired about the nature of the cost increases of nearly 8% associated with the new contract. Committee members asked whether some of the customer-focused approaches proposed by the second-ranked firm could be negotiated into the final scope of work between LAVTA and MV.

Next Steps

If the Board approves the O&M contract award, LAVTA's Executive Director and Legal Counsel will enter into final negotiations to execute a contract for the three-year term beginning July 1, 2018.

Upon execution of the new contract, LAVTA staff will work to align oversight of the contract with LAVTA's key agency goals and priorities with more comprehensive feedback mechanisms between LAVTA and contractor staff to promote the highest standards of performance in support of LAVTA's strategic priorities.

Staff proposes to return to the Board after the end of the second full year of the new contract period for a comprehensive review of the contractor's performance in delivering the scope of work in a way that supports LAVTA's key agency priorities, in order to inform any potential future exercise of option years.

Recommendation

Based on the recommendations of both the Projects & Services and Finance & Administration Committees, staff recommends the Board of Directors award the Operations and Maintenance (O&M) Contract for fixed-route bus service to MV Transportation for a period of three base years commencing on July 1, 2018, with LAVTA holding four additional one-year options.

Attachments:

1. Resolution 06-2018 Approving a Fixed-Route Operations and Maintenance Contract Award

Submitted: _____

RESOLUTION NO. 06-2018

**A RESOLUTION OF THE LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
APPROVING A FIXED ROUTE OPERATIONS AND MAINTENANCE CONTRACT
AWARD TO MV TRANSPORTATION, INC.**

WHEREAS, the Livermore Amador Valley Transit Authority (LAVTA) has a contract for Operations and Maintenance (O&M) for its fixed-route services which is currently expiring on June 30, 2018; and

WHEREAS, in light of the expiring contract, LAVTA staff initiated a procurement process for an O&M contract in September 2017; and

WHEREAS, LAVTA published the RFP for O&M services on October 20, 2017, conducted a pre-proposal meeting with potential contractors on November 6, 2017, and established a due date for proposals of January 5, 2018; and

WHEREAS, on January 5, 2018, LAVTA received three proposals from firms interested in obtaining LAVTA's fixed-route O&M contract; and

WHEREAS, the three proposals were evaluated, and interviews conducted, by a panel comprised of LAVTA and non-LAVTA transit management staff, and following the evaluation, the proposals were ranked; and

WHEREAS, MV Transportation, Inc., emerged as the top-ranked proposer;

NOW, THEREFORE, BE IT RESOLVED: That the Board of Directors of the Livermore Amador Valley Transit Authority, approves the award of a fixed-route O&M contract to MV Transportation and directs the Executive Director and Legal Counsel to negotiate a contract featuring terms and conditions which are consistent with the Request for Proposals and the proposer's original and subsequent submittals; and

BE IT FURTHER RESOLVED: That the Executive Director shall annually estimate the amount of service to be provided in the upcoming fiscal year, negotiate the terms and conditions for that amount of service with MV Transportation, and present the resulting O&M costs for fixed route services in the annual Budget for the Board's review and approval.

PASSED AND ADOPTED by the governing body of the Livermore Amador Valley Transit Authority (LAVTA) this 5th day of March 2018.

BY

Karla Brown, Chair

ATTEST

Michael Tree, Executive Director

AGENDA

ITEM 6

STAFF REPORT

SUBJECT: Contract Award for LAVTA On-Call Bus Shelter Installation, Removal, and Related Services

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

DATE: March 5, 2018

Action Requested

Based on the recommendation of the Finance & Administration Committee, staff recommends the Board of Directors award a contract for on-call bus shelter installation, removal, and related services to Hammercraft Construction and Development Inc.

Background

When LAVTA implemented service changes based on the recommendations from the Comprehensive Operations Analysis (COA), route realignments meant there were shelters remaining at stops that were no longer served with fixed-route service. The amount of shelter-related work post-COA was determined to be beyond the scope of LAVTA's operations and maintenance contractor's agreed-upon scope of work that calls for performance of routine maintenance.

Recognizing the potential value in bundling numerous shelter-related projects beyond the scope of LAVTA's O&M contract, LAVTA released a request for proposals (RFP) for on-call bus shelter installation, removal, and related services. The RFP #2017-18 solicited interested firms that could provide a full range of bus shelter-related services including:

- Removing shelters past their useful life
- Installation of new and replacement shelters
- Relocating shelters from locations no longer served to locations with bus service
- Other related maintenance tasks such as replacing shelter amenities, making repairs to broken components, and the like

LAVTA issued RFP #2017-18 on November 16, 2017, and proposals were due on December 20, 2017, at 2:00 p.m. One addendum was issued on December 13, 2017, responding to questions received. LAVTA received no proposals in response to this solicitation, and so re-issued the solicitation as RFP #2018-02 on January 5, 2018. Proposals were due on January 26, 2018, at 2:00 p.m., before which time one proposal was received from Hammercraft Construction and Development Inc.

Discussion

In order to determine the firm's qualifications for providing on-call bus shelter maintenance services, the sole proposal received was ranked by a panel consisting of LAVTA staff according to the following criteria as set forth in the RFP:

Criteria	Average Score
General Qualifications (max 10 points)	10
Understanding the Scope of Work (max 20 points)	19
Price (max 60 points)	40
References (max 10 points)	10
Total Points (100 max)	79 points

The evaluation committee reviewed the proposal to determine its strengths and weaknesses. The reviewers determined that the proposal represented a reasonable value to LAVTA based on the quality of previous work provided by the proposer to the Authority, and with the understanding that the cost proposal included was not binding to any future potential task order that might be negotiated under this contract.

Budget Considerations

The approved FY 17-18 Agency Budget provides for up to \$163,658 for Bus Shelters, Signs, and Stops in the Capital Improvement Program to support bus stop and shelter modifications necessitated by the COA. The contract itself does not stipulate a value amount, as the work is task order-based, subject to the Board-approved funding contained in the current and future annual budgets. Proposers were informed that there is no guarantee of work associated with this contract.

Recommendation

Based on the recommendation of the Finance & Administration Committee, staff recommends the Board of Directors authorize the Executive Director to execute a one-year contract with two one-year options with Hammercraft Construction and Development for on-call bus shelter installation, removal, and related services.

Attachment:

1. Resolution 08-2018

Approved by: _____

RESOLUTION 08-2018

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
AWARDING AN ON-CALL BUS SHELTER INSTALLATION, REMOVAL, AND
RELATED SERVICES CONTRACT**

WHEREAS, LAVTA requires the services of qualified firms to provide on-call bus shelter installation, removal, relocation, and other related services on an needed-basis; and

WHEREAS, the agency issued a Request for Proposals (RFP) for On-Call Bus Shelter Installation, Removal, and Related Services # 2018-02; and

WHEREAS, LAVTA utilized the “Best Value” method for procurement, in conformance with applicable procurement guidelines, and the evaluation committee determined the sole proposal received from Hammercraft Construction and Development as a responsive and responsible bidder; and

WHEREAS, LAVTA intends to enter into contract with Hammercraft Construction and Development to provide a range of bus shelter maintenance services related to removing shelters past their useful life, installation of new and replacement shelters, relocating shelters from locations no longer served to locations with bus service, and other related maintenance tasks requested in the RFP; and

WHEREAS, work shall be issued on a task order basis as outlined in the Request for Proposals #2018-02 and the contractor shall complete the services within the time frame and budget specified in each task order; and

WHEREAS, funds for this contract shall be within the annual Budget authority adopted by the Board of Directors;

NOW, THEREFORE BE IT RESOLVED, by the Board of Directors of the Livermore Amador Valley Transit Authority that the LAVTA Board authorizes the Executive Director to enter into a one-year contract with Hammercraft Construction and Development for on-call bus shelter installation, removal, and related services, from the effective date of the contract; and

BE IT FURTHER RESOLVED that the Board authorizes the Executive Director to execute two optional extension years at LAVTA’s sole discretion for on-call bus shelter installation, removal, and related services.

PASSED AND ADOPTED this 5th day of March 2018.

Karla Brown, Chair

Attest:

Michael Tree, Executive Director

AGENDA

ITEM 7

STAFF REPORT

SUBJECT: Farebox Upgrade

FROM: David Massa, Senior Fleet & Technology Management Specialist

DATE: March 5, 2018

Action Requested

Based on the recommendation of the Finance & Administration Committee, staff requests that the Board of Directors authorize the Executive Director to execute an Agreement between LAVTA and Sealed Power Corporation to replace obsolete fareboxes on 20 LAVTA-owned buses.

Background

LAVTA has utilized Sealed Power Corporation, also known as SPX, as its cash fare collection system since 1999, and in particular SPX's "Cents-A-Bill" model of farebox on-board LAVTA buses. Up until 2016, with every bus procurement, the agency has recycled these fareboxes from retired buses into the new buses. However, this model has now become technologically obsolete and is no longer supported by the manufacturer. A newer farebox model, FastFare, was purchased with the 2016 and 2017 bus procurements. Following those procurements, LAVTA now has 20 remaining buses with the outdated farebox model on them.

Discussion

Because the manufacturer no longer supports the Cents-A-Bill model of farebox, it has become very difficult to obtain parts for repair of these critical agency assets. Replacing the obsolete fareboxes will maintain a standardized fleet and cash fare collection system. Additional benefits of replacing the obsolete Cents-A-Bill fareboxes with FastFare units include:

- Integration with the agency's AVL system
- Bill validators which validate the legitimacy of currency
- Ability to issue transfers directly from the farebox that are imprinted with the date and time and include a magnetic stripe that can be swiped in other similarly equipped fareboxes for authentication
- Capability to read contactless cards and dispense day passes should the agency choose to offer those fare-payment options in the future.

In May 2017, staff presented a study to Committee that included discussion of replacing the Cents-A-Bill fareboxes as part of an overall Fare Policy update. The staff report with preliminary recommendations is included as Attachment 1.

Staff recommends utilizing a sole-source procurement for the FastFare fareboxes in order to maintain the consistency of the fareboxes on the LAVTA fleet as is allowable per FTA third-party contracting guidance. A cost analysis was conducted by staff and staff determined that the price received from SPX for the fareboxes and necessary interfaces is both reasonable and fair.

Fiscal Impact

This project was included in the FY 2018 budget. FTA funds will provide 80% of the revenue to pay for this project, with the remaining 20% provided by local TDA funds. The project budget is \$399,051.35 and consists of the contract award amount of \$365,487.35 for all materials necessary, labor to install, shipping and tax and a 10% project contingency of \$33,564.00.

Next Steps

Upon execution of the agreement with SPX Corporation, LAVTA will issue a purchase order for the equipment and installation of 20 FastFare fareboxes.

Recommendation

Based on the recommendation of the Finance & Administration Committee, staff requests that the Board of Directors authorize the Executive Director to execute an Agreement between LAVTA and Sealed Air Corporation to replace obsolete fareboxes on 20 LAVTA-owned buses.

Attachments

1. May 2017 Staff Report - Fare Policy Discussion
2. Resolution 10-2018

Approved by: _____

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

S T A F F R E P O R T

SUBJECT: Fare Policy Discussion

FROM: Christy Wegener, Director of Planning and Operations

DATE: May 23, 2017

Action Requested

None – Information only

Background

Notwithstanding the projected growth in fixed route ridership as a result of the cost-neutral changes implemented as a part of the Comprehensive Operations Analysis, as well as the new revenues that will flow from SB1, staff remains cautious and expects operating costs to likely outpace revenues in the future. Additionally, as more and more discretionary funds are being tied to a healthy farebox recovery ratio (>20%), it is imperative that the agency maintain a competitive cost per hour and average passenger fare.

The following table summarizes the past 16 years of cash fare amounts and categories:

History of the Wheels Bus Fares

Fare Category	2001-2006	August 2006	August 2007	March 2009	Clipper Nov 2015
Regular cash fare	\$1.25	\$1.50	\$1.75	\$2.00	\$2.00
Discount “Fare Buster” ticket	\$0.75	\$1.15	\$1.40	\$1.60	N/A
Day Pass	N/A	N/A	N/A	N/A	\$3.75
Regular monthly pass	N/A	\$45.00	\$53.00	\$60.00	\$60.00
Senior/disabled cash fare	\$0.40	\$0.65	\$0.85	\$1.00	\$1.00
Senior/disabled monthly pass	\$8.00	\$12.00	\$16.00	\$18.00	\$18.00
BART transfer fare	--	--	\$0.85	\$1.00	\$1.00
Paratransit (Dial A Ride)	\$1.25	\$1.75* *(2007)	\$2.50** **(2008)	\$3.50	N/A
Transfers	One (1 hr)	Unlimited (2 hrs)	Unlimited (2 hrs)	Unlimited (2 hrs)	One (2 hrs)

The most current fares for cash and Clipper® were codified in Resolution 27-2015 (Attachment 1).

Discussion

As a part of LAVTA's 2016 Comprehensive Operational Analysis (COA), the planning team completed a fare study (Attachment 2) to evaluate LAVTA's current fare policy and make recommendations for potential adjustments. The report includes an analysis of agency trends, a snapshot of the current fare breakdown, an examination of potential fare policy adjustments and associated ridership/revenue impacts, and a package of recommendations. Included in the review was a comparison to other Bay Area transit properties of similar size and operating condition.

A peer review chart taken from the report (Figure 5-2, page 5-3) is included as Attachment 2. As noted in the chart, the current Wheels base cash fare of \$2.00 remains in-line with the majority of Bay Area transit agencies. LAVTA is also aligned with the 50% discount offered for senior and disabled fares, and offers very affordable monthly pass products. Unlike many other agencies, LAVTA has a lower paratransit fare at \$3.50 (only 1.5x the base fare of \$2). The Federal Transit Administration (FTA) states that agencies can charge up to 2x their base fare for paratransit, which most transit agencies do.

Potential Fare Modifications

As a part of the study, specific fare changes have been analyzed for impacts to revenue and ridership. The fare changes analyzed do not consider any modifications to Clipper® fares or fare policies. The following fare changes have been included as a part of the fare study:

- 1) Eliminate Transfers and Replace with a Day Pass
- 2) Eliminate Farebusters and Replace with a Day Pass
- 3) Monthly Pass price increase - senior/disabled
- 4) Implement Youth Fare (\$1)
- 5) Modify the Regional Express Fare
- 6) Modify Transfer Policy (to one transfer every 2 hours)
- 7) Demand Response: Increase Paratransit Fare to \$4

Each potential fare change has associated ridership and revenue impacts, some of which can be mitigated. In cases where there are fare increases or fare policy changes that tend to have a negative impact on riders, the cumulative impacts of the fare changes can be more significant. Careful attention must be paid to the impact on sensitive groups and populations.

The following table is a chart of the package/scenarios of fare changes that were analyzed as a part of the study, as well as their impacts on revenue and ridership:

	Change in Annual Ridership	Ridership Percent Change	Change in Annual Revenue	Revenue Percent Change
Scenario 1A: Eliminate Transfers and Add Day Pass (\$3.75)	-2,700	-0.2%	\$531,300	26.5%
Scenario 1B: Eliminate Transfers and Add Day Pass (\$4.00)	-7,600	-0.5%	\$519,600	25.9%
Scenario 1C: Eliminate Transfers and Add Day Pass (\$4.50)	-17,300	-1.1%	\$496,300	24.7%
Scenario 1D: Eliminate Transfers and Add Day Pass (\$5.00)	-27,100	-1.6%	\$473,000	23.6%
Scenario 2: Eliminate FareBuster Tickets and Add Day Pass	-48,500	-2.9%	-\$2,300	-0.1%
Scenario 3A: Modify Senior/Disabled Monthly Pass Price (\$20)	-2,300	-0.1%	\$4,300	0.2%
Scenario 3B: Modify Senior/Disabled Monthly Pass Price (\$25)	-7,900	-0.5%	\$14,000	0.7%
Scenario 3C: Modify Senior/Disabled Monthly Pass Price (\$30)	-13,600	-0.8%	\$22,000	1.1%
Scenario 4: Modify Youth Fare	32,100	1.9%	-\$285,600	-14.2%
Scenario 5: Modify Regional Express Fare	-12,500	-0.8%	\$33,500	1.7%
Scenario 6: Allow <u>One</u> Transfer within Two-Hour Window	-28,600	-1.7%	\$121,200	6.0%

	Change in Annual Ridership	Ridership Percent Change	Change in Annual Revenue	Revenue Percent Change
Demand Response Scenario	-1,200	-2.3%	\$27,100	11.7%

Staff is particularly sensitive to ridership losses at this point in the COA implementation, so would not recommend the Board consider anything that is significantly impactful to the ridership without proper mitigation. For whatever changes may be considered, a phased-approach to implementation may be appropriate.

Monthly Pass Price Increase

The multiplier for regular monthly passes is currently 30x the base fare of \$2.00, which is in line with a monthly pass price offered by peer agencies. Currently, senior and disabled monthly passes are sold at a lower price point than peer agencies, at 18x the current base fare of \$1.00.

Transfers and Day Pass Discussion: Currently, the Agency policy is to allow for an unlimited number of transfers within a two hour window of first boarding. Older buses are equipped with a paper tear-sheet transfers that operators remit to passengers when requested. The transfer slips are stamped with the date and have an adjustable time stamp that operators use for authentication. Newer buses dispense transfers from the farebox; these transfers are imprinted with the date and time, and include a magnetic stripe that can be swiped in the farebox reader for authentication. Shifting away from transfers and incorporating a day pass is something many transit agencies are moving to, and it is something LAVTA staff has been discussing for some time. The study modeled different day pass prices, and each price has associated ridership and revenue impacts.

For any scenario that adds in a day pass, it must be noted that the agency currently does not have the capability to dispense day passes onboard the buses. Currently, the LAVTA day pass is only available on Clipper and is available as an accumulator (so, once a passenger pays \$3.75 in fares on a given day, they automatically get a day pass and ride free the rest of that day). No such cash option currently exists, which is important for low-income riders. The Wheels bus fleet has a mix of farebox technology; the newest buses (2016 and upcoming 2017 bus order) will have the upgraded fareboxes that can dispense day passes. The remaining fleet (20 buses) have antiquated fareboxes that would need to be upgraded; a farebox retrofit is programmed in the FY2018 budget.

Eliminating transfers and implementing a day pass at \$4.00 would result in a 0.5% decrease in ridership and a 25.9% increase in revenue. The Clipper® day pass would remain at \$3.75 to encourage the switch to electronic fare media.

Until the fleet can be upgraded, one idea would be to consider a first step of going to a one-transfer within a two hour window, and then a full elimination of transfers/day pass implementation when the farebox upgrade is complete. Currently, the breakdown of transfers among LAVTA ridership are: 45% of passengers don't transfer at all; 35% of passengers transfer once; 16% transfer twice; and 4% transfer three or more times. Moving to a one-transfer policy with no day pass was modeled as a part of the study (Scenario 6, above), and results in a 1.7% decrease in ridership, and a 6% increase in revenue.

Farebusters and Day Passes

Eliminating Farebusters and replacing with a Day Pass results in a significant decrease in ridership (-2.9%) and a slight decrease in revenue (-0.1%). The decrease in revenue is because passengers are expected to shift to pass products (monthly or day pass) where less revenue is ultimately collected across the same or greater number of trips. There may be options to consider raising the farebuster price from \$1.60 to \$1.80 per ticket; or holding off on any changes until the fareboxes can be fully upgraded. The ridership appears to be very sensitive to this fare product.

Youth Fare Discussion

For the past several years, there have been numerous inquiries as to whether the Agency should (or will ever) offer a discounted youth fare. Offering a youth discount is more common than not among transit agencies, and LAVTA is out of alignment in that sense. The study team modeled a youth fare discount of 50% discount, which results in an increase in ridership of 1.9% and a significant loss in revenue of over 14%. It should also be noted that many of the school tripper routes serving some of the schools in Pleasanton and Dublin do not have capacity for more students; additional buses would need to be deployed as overflow service to safely transport students, which could become a constraint with the fleet. In fiscal year 2017, LAVTA piloted two different student pass programs in Livermore. The following paragraphs describe the pilots:

Alameda County Measure BB Affordable Student Transit Pass: The first pass pilot is administered by Alameda County Transportation Commission (ACTC) and is funded through Measure BB. The Affordable Student Transit Pass Pilot (ASTPP) has been rolled out throughout the county in partnership with ACTC, numerous schools and schools districts, and the three

county bus operators (LAVTA, AC Transit, and Union City). In the Tri-Valley, the ASTPP includes two Livermore schools – East Avenue Middle and Livermore High. For the first year of the pilot, students who receive free or reduced-price lunches were given access to a free Wheels pass, and the remaining study body was offered 50% discount on a Wheels pass. The pass was administered quarterly, so students who were taking advantage of the discount had to pay \$120 a quarter. Ridership has been lower than expected, and feedback from students/parents and schools indicate that the cost remains to be a barrier for those who want to use the bus as an occasional option.

After comprehensive mid-year program evaluations were completed by Alameda County Transportation Commission (Attachment 3), it was recommended that, for the second year of the pilot (2017/2018), the pass model would be expanded to *free and universal pass* model: every student at the pilot schools would have access to a free yearly pass on Wheels. For the 2017/18 year, the pilot pass is also being converted from a flash student ID pass to Clipper® card, which will be administered by LAVTA. A shift to Clipper® will result in improved accuracy of data available for program evaluation. Additionally, the Alameda County Transportation Commission recently approved expanding the ASTPP to two additional schools for the second pilot year: Christensen Middle School and Del Valle Continuation High School in Livermore. This will bring the total number of students with access to a free Wheels pass to approximately 3,200 for the upcoming year.

Las Positas Easy Pass and Livermore Valley Charter Prep: The second pilot launched in fiscal year 2017 are Easy Pass pilots: The Las Positas College Easy Pass and the Livermore Valley Charter Prep (LVCP) Easy Pass. This is a LAVTA-sponsored pilot where free Wheels passes are available for all students enrolled in the 2016/17 academic year. Both passes are being administered as a student ID flash pass.

The Las Positas Easy Pass has resulted in ridership gains of over 75% from pre-COA levels at the College and currently there are nearly 450 trips taken per day on school day weekdays. Feedback from student riders is extremely positive. LAVTA staff has been developing a relationship with key members of the school administration and student body to facilitate a student vote on long-term funding within the next academic year. Accordingly, LAVTA staff has recommended funding the pilot one additional year through LAVTA's Low-Carbon Transit Operations (LCTOP) fund allocation of approximately \$144,000, as well as through \$25,000 from the Las Positas College student association. The pilot costs an estimated \$180,000 per year.

The LVCP pass has been less successful at an average use of 40 trips per day, and the school administration has not expressed an interest in funding the pass a second year.

Express Fare Discussion

Many transit agencies offer a premium fare for express services that travel outside the base service area. An express fare would apply to LAVTA's Route 70X, which provides peak service on the I-680 corridor between Dublin/Pleasanton BART, Walnut Creek BART, and Pleasanton Hill BART. The fare study modeled an express fare of \$3.50 (from the current \$2 fare), which results in a ridership loss of 0.8% and an increase in fare revenue of 1.7%. A more modest

express fare of \$2.25 or \$2.50 may make more sense initially. It should be noted that there may be implications to the Agency's monthly pass policies (paper pass and Clipper) with moving to a higher express fare that will need to be considered.

Demand Response Fare Increase:

Staff is recommending that the paratransit fare increase to \$4.00 not be considered at this time. The paratransit fare increase will be considered as a part of the Tri-Valley Comprehensive Paratransit Assessment and weighed against other programmatic changes through the course of that study later in 2017.

Preliminary Recommendations

For discussion purposes, staff is recommending the Committee provide feedback on the following potential fare changes:

- 1) Increase in the Senior/Disabled Monthly Pass from \$18 to \$20 or \$25
- 2) Implementing a two-phased modification in the transfer policy: The first phase would include a shift to a one-transfer per two hour policy; the second phase would be to eliminate transfers and implement a cash day pass at \$4.00 when the fareboxes are upgraded.
- 3) Increasing the farebuster price to \$1.80.
- 4) Increasing the express fare on Route 70X to \$2.25 or \$2.50.

Next Steps

After receiving the Committee's feedback, staff will finalize draft recommendations and will prepare a staff report for the June Committee and July Board meetings. Staff will be presenting the draft fare recommendations to the Wheels Accessible Advisory Committee at their July 5th meeting.

Recommendation

None –Information Only

Attachment:

1. Resolution 27-2015 Fare Amounts and Categories
2. LAVTA Fare Study Draft Report
3. Peer Review Chart
4. ACTC Staff Report

RESOLUTION NO. 10-2018

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT
FOR THE PURCHASE OF TWENTY FASTFARE FAREBOXES WITH
GENFARE, A DIVISION OF SPX CORPORATION**

WHEREAS the Livermore Amador Valley Transit Authority has identified a need to replace obsolete fareboxes on twenty 2007, 2009 and 2010 model-year buses; and

WHEREAS LAVTA has utilized SPX as its cash fare collection system since 1999 and a crucial part of this system is the fareboxes located on each bus; and

WHEREAS the SPX farebox model “Cents-A-Bill” LAVTA has utilized since 1999 is now obsolete; and

WHEREAS LAVTA’s 2016 and 2017 model-year buses were equipped with SPX’s Cents-A-Bill successor product known as FastFare; and

WHEREAS acquiring additional FastFare-model fareboxes from SPX on a sole-source basis to maintain consistency across LAVTA’s fleet has been deemed permissible under FTA third-party contracting guidance by LAVTA’s Legal Counsel; and

WHEREAS, this project was included in the FY 2018 budget that was approved by the Board of Directors of the Livermore Amador Valley Transit Authority;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Livermore Amador Valley Transit Authority that the Executive Director is authorized to execute a contract with Genfare, A Division of SPX Corporation, for a not-to-exceed amount of \$365,487.35; and

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Board of Directors authorizes the Executive Director to expend a 10% contingency amount not to exceed \$33,564.00.

PASSED AND ADOPTED by the governing body of the Livermore Amador Valley Transit Authority (LAVTA) this 5th day of March 2018.

BY _____
Karla Brown, Chair

ATTEST _____
Michael Tree, Executive Director

AGENDA

ITEM 8

EXECUTIVE DIRECTOR'S REPORT

March 2018

Fixed Route and Paratransit Ridership

YTD fixed route ridership is up 6.2% from one year ago. Total ridership for the month of January is up 17.8%. Total monthly paratransit ridership for the month of January is down 4.8%. This is due to many factors, including applicant screening, ride negotiations, and driver shortages. With the driver shortage on paratransit, on-time performance dipped to 80.4% in January. However, several additional drivers were hired by the agency's contractor, MTM, in February to improve service.

Dublin Student Transit Service Study. Due to rapid residential growth, the system has seen a surge in demand for the Dublin supplemental (school tripper) routes – particularly those serving the High School. As this is placing significant capacity strains on the fixed-route service delivery, we have retained Nelson\Nygaard & Associates to gather more information and assist with developing a short-term service plan for Dublin, focusing on student transportation needs. This “mini-study” kicked off in January, and is currently in the outreach phase. There will be a community meeting at Dublin High School on March 8th, followed by a survey of student riders and families. The recommendations from this effort will be brought to the Board of Directors at the May meeting, with the aim of implementing some of the recommended components in conjunction with school starts in August 2018.

Shared Autonomous Vehicle (SAV) Project

The SAV is on order and is expected to arrive in early April. Meanwhile, the area is being digitally mapped by Easy Mile and Go Mentum Station. Staff believes the project is still on track for an April project kick-off with the community. Additionally, the DMV released its regulations on autonomous vehicles, which will allow LAVTA to continue testing beyond the sunset of AB1444.

Rebranding of Wheels Fleet

New Wheels buses are being rebranded in February and March and are being introduced into service. Staff is working on a story with the East Bay Times and local newspapers to introduce the new Wheels look and to highlight the innovation at the agency, including bus system redesign that is creating a ridership growth, the SAV project, the Go Dublin project and others.



Comprehensive Paratransit Assessment and Fare Study

Recommendations from both the Comprehensive Paratransit Assessment and the Fare Study will be considered by the LAVTA Board in April. The Paratransit Assessment has a focus on

improving both the short and long-term paratransit service in Pleasanton and staff is actively working with City staff on the recommendations. The Fare Study includes recommendations to improve the customer service experience and maintain the financial health of the agency.

Recruitment of Director of Planning and Operations

Recruitment is ongoing for the new Director of Planning and Operations. Applications are due on Friday, March 16th for the position.

Attachments

1. Management Action Plan w/Updates
2. Board Statistics
3. FY18 Upcoming Items
4. FY18 2nd Quarter Operations Report

FY2018 Goals, Strategies and Projects

Last Updated – January March 1, 2018

MANAGEMENT ACTION PLAN (MAP)

Goal: Service Development Strategies (those highlighted in bold indicate highest Board priority) 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	Action Required	Staff	Board Committee	Target Date	Status	Task Done
Long Range Transit Plan (Agency's 30 Year Plan)	<ul style="list-style-type: none"> Receive draft Long Range Plan from Nelson/Nygaard Present final draft to Board Approval 	DP	Projects/ Services	Apr 2018 May 2018 Jun 2018	→ Staff studying park and ride report, shared mobility and shared autonomous vehicle strategy. Strategic Planning Workshop for Board being planned for later 2018 after new Director of Planning is hired.	
Comprehensive Paratransit Assessment	<ul style="list-style-type: none"> Award of Contract Public Outreach Approval of Recommendations 	DP	Projects/ Services	Nov 2016 Jun 2017 Jun 2018	→ Nelson/Nygaard awarded contract. Kick-off meeting held in February. Public meetings held in June. LAVTA Board presentation made in September. Currently developing alternatives. Second round of workshops completed in November. <u>Board presentation in April to consider recommendations.</u>	X X
Fare Study	<ul style="list-style-type: none"> Draft Fare Study Public Hearing (proposed changes on fixed route) 	DP	Projects/ Services	May 2017 May 2018	→ Draft Fare Study for fixed route complete. F&A reviewed in May. Decision made to hold study results a few months to see ridership trends on fixed route and paratransit study fare recommendations. <u>Board to consider recommendations in April.</u>	X

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
	<ul style="list-style-type: none"> Board Approval 			Jun 2018		
Three Queue Jumps On Dublin Blvd	<ul style="list-style-type: none"> Award contract for queue jump Finish project 	DP	Projects/ Services	Jul 2016 Oct 2017	→ Board awarded contract queue jump project in March. Some delays in project. Currently 75% completed. Queue jumps are operational.	X X
Transit Signal Priority Project in Rapid 10R Corridor	<ul style="list-style-type: none"> Engineering Work Finish Project 	DP	Projects/ Services	Oct 2017 Dec 2018	→ Grant by TVTAC approved. Board approved MOU with Pleasanton. Board approved engineering contract with Kimley Horn. <u>Project currently in design phase.</u>	
Go Dublin Discount Program	<ul style="list-style-type: none"> Get clearance from FTA Implement Results of Program 	DP	Projects/ Services	Nov 2016 Dec 2016 May 2018	→ Program providing approximately 1,500 rides/month. Mailing to residents occurring in September. Project study expanded to include additional data analysis. <u>Project behind schedule due to data sharing delays. Fehr & Peers to present final findings in May.</u>	X X

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
O&M Contract Request for Proposals	<ul style="list-style-type: none"> • Develop RFP • Award Contract 	DP	Project/ Services	Oct 2017 Mar 2018	→ Three proposals received. Interviews conducted on 25 th . Best and final proposals submitted. <u>Board to award in March.</u>	X
Dublin Service Plan	<ul style="list-style-type: none"> • RFP advertised • Contractor Award • Recommendations 	DP	Projects/ Services	Nov 2017 Jan 2018 June 2018	→ Several proposals received. Nelson/Nygaard awarded contract. Data collection being performed. <u>Public workshop scheduled for March 8th at High School.</u>	
<p>Goal: Marketing and Public Awareness</p> <p>Strategies (those highlighted in bold indicate highest Board priority)</p> <ol style="list-style-type: none"> 1. Continue to build the Wheels brand image, identity and value for customers 2. Improve the public image and awareness of Wheels 3. Increase two-way 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 						
<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
Website Upgrades	<ul style="list-style-type: none"> • Place easy to access Commuter Info on homepage 	MKT MGR	Projects/ Services	Nov 2017	→ Better way to BART info landing page and button to be installed on website in November. <u>Working on informative maps and info for this section.</u>	X

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
LAVTA Rebranding Project	<ul style="list-style-type: none"> • Selection by LAVTA Board of name/rebranding • Public event to unveil rebranding. 	MKT MGR	Projects/ Services	Jun 2016 Feb 2018	→ New design for buses approved. New logo approved. <u>Buses being wrapped and logos applied.</u> <u>Unveiling media story being scheduled for February or March.</u>	X
Individualized Marketing	<ul style="list-style-type: none"> • Award Contract • Review of results 	MKT MGR	Projects/ Services	Oct 2016 Dec 2017	→ SDG awarded contract. Collateral developed and distributed. Program completed. Post program surveys completed. Project report to LAVTA Board made in December. <u>SmartTrips Dublin to be considered by Board in March for summer 2018.</u>	X X
N Canyons Parkway Rapid Bus Stop Project	<ul style="list-style-type: none"> • Engineering work • Improvements to site • Relocation of shelters 	DP	Projects/ Services	May 2017 Aug 2017 Jun 2018	→ FTA grant to upgrade stops in this corridor to Rapid style. Engineering work done. Bids came in high. Board rejected all bids. Bid re-advertised. Board awarded project in November. <u>Project to be completed by Jun of 2018.</u>	X
Pleasanton SmartTrips Corridor Rapid Bus Stop Project	<ul style="list-style-type: none"> • Engineering work • Award of construction contract • Finish project 	DP	Projects/ Services	Nov 2017 Apr 2018 Jun 2018	→ ACTC grant received to upgrade stops in this corridor to Rapid style. Board awarded engineering to Kimley Horn in November. Bus shelter type is next step. Project award in April. <u>Project currently in design.</u>	

Underlined text indicates changes since last report.

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
Dublin School Tripper Bus Shelter Project	<ul style="list-style-type: none"> Identify new locations for shelters Install new shelters 	ED	Projects/ Services	Sept 2016 Dec 2017	→ Five locations with high ridership identified. Kimley Horn performing engineering. First shelter installed in December. Other four shelters will require significant site work. Budgeting for next FY.	X
Replace Shelters Past Useful Life That Are On Livermore Routes	<ul style="list-style-type: none"> Identify shelters Install 	ED	Projects/ Services	Nov 2016 Apr 2018	→ Shelters identified. 10 shelters delivered. No bids for install received. Rebid. <u>Board to consider in March.</u>	X

Goal: Community and Economic Development

Strategies (those highlighted in bold indicate highest Board priority)

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 & requirements**

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
ACTC: Measure BB Transit Student Pass Program	<ul style="list-style-type: none"> Assist ACTC in promoting the student passes Monitor effectiveness of the program and capacity issues 	DP	Projects/ Services	Ongoing Ongoing	→ Four schools in Livermore to have free pass via Clipper for Wheels access. Planning/Marketing Departments working with ACTC and school district to distribute and market Clipper Cards/bus system. Preliminary ridership continues at approximately 200 trips per day. <u>Discussion ongoing w/ACTC on how to keep project funded past demonstration project.</u>	X
Las Positas College Student, Faculty, Staff Pass Program	<ul style="list-style-type: none"> Marketing campaign on campus Student Vote to retain Transit Pass on campus 	MKT MGR	Projects/ Services	Ongoing Nov 2017	→ Transit pass/marketing efforts ongoing. Students have voted. 80% "yes". <u>Board of Trustees to consider the vote and student fee in April.</u>	X X

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
Historic Train Depot Relocation at Livermore Transit Center	<ul style="list-style-type: none"> • City Award of Project • Demo of TC Customers Service Buildings • Finish Relocation/Renovation 	DP	Projects/ Services	Jan 2017 Jul 2017 Feb 2018	→ FTA clearance given to demo current building. City Council awarded contract. Temporary facility installed. Demo of LAVTA buildings done. Depot moved onto cement foundation. Project extend into April 2018. <u>Board received update at February meeting.</u>	X X
Rehab of Shade Structure and Replacement of Furniture at Livermore Transit Center. Rehab of Custom Shelter adjacent to Livermore TC next to Parking Garage.	<ul style="list-style-type: none"> • Bid Project • Project Completion 	DP	Projects/ Services	Nov 2017 Jan 2018	→ Bid spec being developed for painting and purchase of furniture. Exterior furniture on order. <u>IFB for rehab of custom shelter to be advertised in early March.</u>	
<p><i>Goal: Regional Leadership</i></p> <p><i>Strategies (those highlighted in bold indicate highest Board priority)</i></p> <ol style="list-style-type: none"> 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 						
<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
Alameda – San Joaquin Regional Rail Working Group	<ul style="list-style-type: none"> AB 758 	ED	Projects/ Services	Oct 2017	→ Approved. Legislation became effective January 2018.	X
2018 Legislative Plan	<ul style="list-style-type: none"> Creation of 2018 Legislative Plan and review/approval by the Board and provide support for key legislation. 	ED	Finance/ Admin	Feb 2018	→ F&A committee looked at draft legislative plan in January 2018. <u>Board approved 2018 Legislative Plan in February.</u>	
State Legislation to Approve SAV Project in Dublin	<ul style="list-style-type: none"> Introduce SAV legislation 	ED	Finance/ Admin	Feb 2017	→ Approved. Legislation became effective January 2018.	X
<p>Goal: Organizational Effectiveness</p> <p>Strategies (those highlighted in bold indicate highest Board priority)</p> <ol style="list-style-type: none"> Promote system wide continuous quality improvement initiatives Continue to expand the partnership with contract staff to strengthen teamwork and morale and enhance the quality of service Establish performance based metrics with action plans for improvement; monitor, improve, and report on-time performance and productivity HR development with focus on employee quality of life and strengthening of technical resources Enhance and improve organizational structures, processes and procedures to increase system effectiveness Develop policies that hold Board and staff accountable, providing clear direction through sound policy making decisions 						
<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
Performance Metrics Improvement	<ul style="list-style-type: none"> Staff setting up aggressive monitoring of key performance metrics: on-time performance, accidents and customer service. 	DP	Projects/ Services	Ongoing	→ Daily and weekly meeting to discuss key metrics at staff level. Presentation on performance of routes provided to the P&S Committee in October.	X

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
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Goal: Financial Management

Strategies (those highlighted in bold indicate highest Board priority)

- 1. Develop budget in accordance with strategic Plan, integrating fiscal review processes into all decisions**
2. Explore and develop revenue generating opportunities
3. Maintain fiscally responsible long range capital and operating plans

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
FY17 Comprehensive Annual Financial Report	<ul style="list-style-type: none"> Complete financial audit and all required reporting to Board, local, regional and state agencies. 	DF	Finance/ Admin	Nov 2017	→ Audit ongoing in September. Review of audit at F&A in October. Presentation to LAVTA Board in November. No findings.	X

Other:

Transit Center Bus Driving Isle Improvement Project	<ul style="list-style-type: none"> Perform demo of asphalt and construction new base and asphalt in driving isle. 	PD	Projects/ Services	Feb 2018	→ Utilizing City pavement contract. Asphalt to be removed and construction completed after the Transit Center cement work is completed. This project to tie in closely with Historic Depot Relocation project. <u>Project will be final phase of Depot project in April.</u>	
SAV Project	<ul style="list-style-type: none"> Acquire funding to begin project Approve legislation to test SAVs. Enter into MOUs for testing. 	ED	Projects/ Services	Oct 2016 Dec 2017 Feb 2018	→ AQMD awarded LAVTA approx. \$1 million over 3 years in funding in exchange for advertising. LAVTA Board received a presentation on this project and next steps at Feb meeting. AB 1444 approved and effective January 2018. MOU with County Connection approved in November. <u>MOU with GoMentum approved by Board in February. DMV regulations will be in effect in April to allow project to continue past AB1444 sunset of May 1, 2018.</u>	X X

Underlined text indicates changes since last report.

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
Triennial Audit	<ul style="list-style-type: none"> • Preparation for audit • Audit and report to board 	DF	Finance/ Adm	Ongoing Jul 2018	→Comprehensive audit on LAVTA from FTA to be conducted in July 2018.	

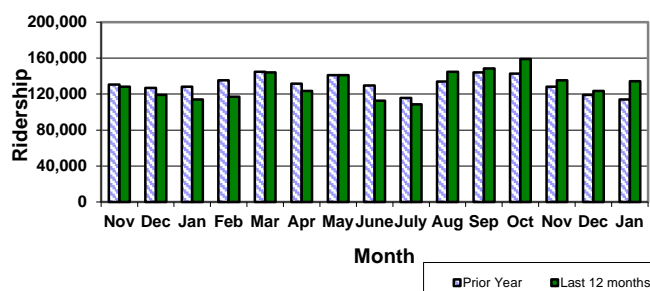
Monthly Summary Statistics for Wheels

January 2018

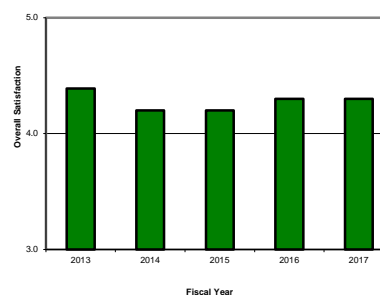
FIXED ROUTE

	January 2018			% change from one year ago		
Total Ridership FY 2018 To Date	953,720			6.2%		
Total Ridership For Month	134,186			17.8%		
Fully Allocated Cost per Passenger	\$8.72			-8.4%		
	Weekday	Saturday	Sunday	Weekday	Saturday	Sunday
Average Daily Ridership	5,742	1,561	1,159	14.8%	3.2%	5.4%
Passengers Per Hour	13.4	10.0	7.7	12.2%	2.7%	6.9%
	January 2018			% change from last month		
On Time Performance	87.3%			2.5%		

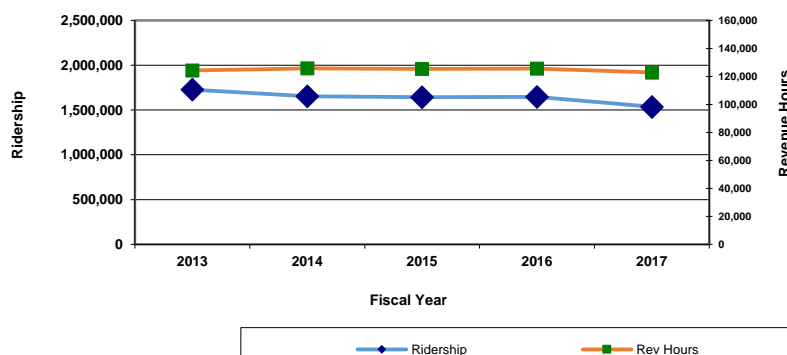
Monthly Unlinked Boardings and Revenue Hours
Last 24 Months



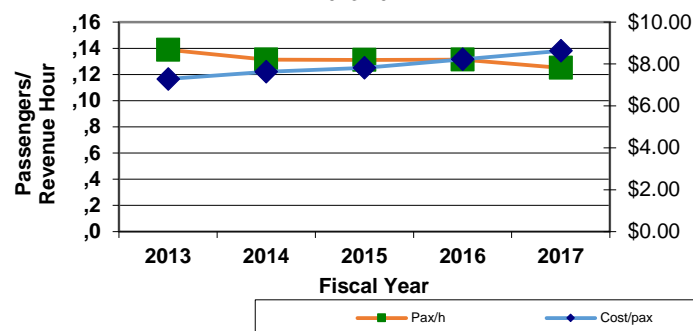
Historical Customer Service
Survey Results



Annual Unlinked Boardings and Revenue Hours
FY2013-2017



Full Cost Per Passenger and Passenger Per Hour
FY2013-2017



Monthly Summary Statistics for Wheels

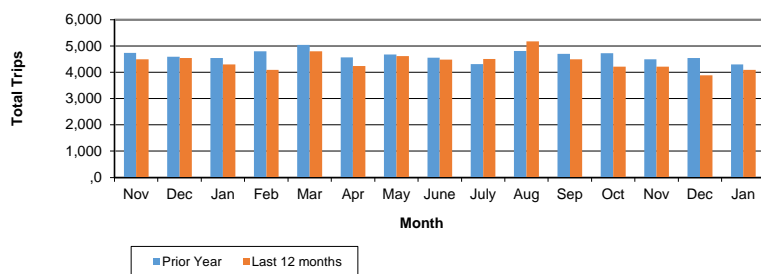
January 2018

PARATRANSIT

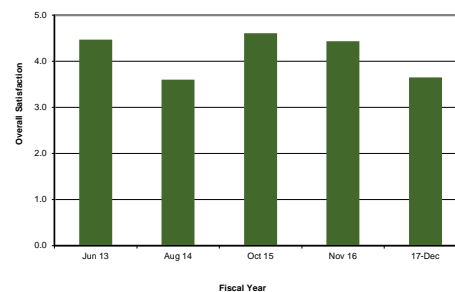
General Statistics	January 2018	% Change from last year	Year to Date
Total Monthly Passengers	4,096	-4.8%	30,875
Average Passengers Per Hour	1.70	-15.0%	2
On Time Performance	80.4%	-17.8%	1
Cost per Trip	\$33.16	2.0%	229
Number of Paratransit Applications	17	-15.0%	205
Calls Answered in <1 Minute	75.00%	-11.8%	5

Missed Services Summary	January 2018	Year to Date
1st Sanction - Phone Call	4	35
2nd Sanction - Written Letter	0	0
3rd Sanction - 15 Day Suspension	0	1
4th Sanction - 30 Day Suspension	0	0
5th Sanction - 60 Day Suspension	0	0
6th Sanction - 90 Day Suspension	0	0

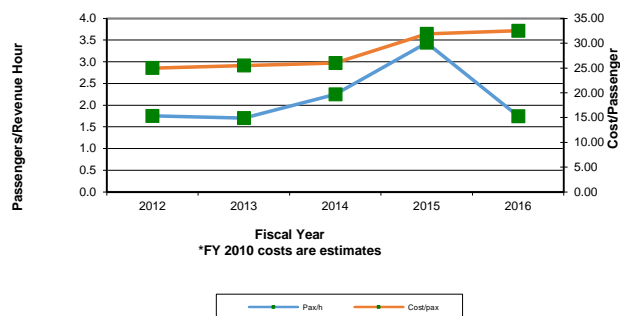
Paratransit Monthly Unlinked Boardings, Last 24 Months



Historical Customer Service Survey Results



Paratransit Full Cost Per Passenger and Average Passengers Per Hour FY2011-2015



Monthly Summary Statistics for Wheels

January 2018

SAFETY								
ACCIDENT DATA	January 2018				Fiscal Year to Date			
	Fixed Route		Paratransit		Fixed Route		Paratransit	
Total	0		0		0		0	
Preventable	0		0		9		1	
Non-Preventable	0		0		5		1	
Physical Damage								
Major	0		0		0		0	
Minor	0		0		14		2	
Bodily Injury								
Yes	0		0		0		0	
No	0		0		14		2	
MONTHLY CLAIMS ACTIVITY	Totals							
Amount Paid								
This Month	\$2,621.51							
To Date This Fiscal Year	\$10,450.69							
Budget	\$100,000.00							
% Expended	10%							
CUSTOMER SERVICE - ADMINISTRATION								
CATEGORY	Number of Requests							
	January 2018	Year To Date						
Praise		4						
Bus Stop		19						
Incident		2						
Trip Planning		10						
Fares/Tickets/Passes		5						
Route/Schedule Planning		71						
Marketing/Website		11						
ADA		0						
TOTAL	0	122						
CUSTOMER SERVICE - OPERATIONS								
CATEGORY	FIXED ROUTE				PARATRANSIT			
	VALID	NOT VALID	UNABLE TO VALIDATE	VALID YEAR TO DATE	VALID	NOT VALID	UNABLE TO VALIDATE	VALID YEAR TO DATE
Praise				7				1
Safety				15				0
Driver/Dispatch Courtesy				12				1
Early				8				1
Late				34				9
No Show				9				2
Incident				4				2
Driver/Dispatch Training				2				14
Maintenance				0				0
Bypass				39				0
TOTAL	0	0	0	123	0	0	0	29
Valid Complaints								
Per 10,000 riders	0.00							
Per 1,000 riders					0.00			

LAVTA COMMITTEE ITEMS - March 2018 - July 2018

Finance & Administration Committee

March

	Action	Info
Minutes	X	
Treasurers Report	X	
Draft Fare Policy Recommendation	X	

April

	Action	Info
Minutes	X	
Treasurers Report	X	
Funding Resolutions - TDA, STA, RM2, Measure B	X	

May

	Action	Info
Minutes	X	
Treasurers Report	X	
Annual Org Review	X	
Prelim Budget	X	
FTA Triennial Review (last in '12)	X	

June

	Action	Info
Minutes	X	
Treasurers Report	X	
LAIF	X	
Budget - final	X	
Legal Contract	X	

July

	Action	Info
Minutes	X	
Treasurers Report	X	
FTA Funding Resolutions 5307, 5309, and 5311	X	

*Typically July committee meetings are cancelled

LAVTA COMMITTEE ITEMS - March 2018 - July 2018

Projects & Services Committee

March

	Action	Info
Minutes	X	
Mobility Forward Draft Recommendation	X	
Fare Policy Draft Recommendation	X	

April

	Action	Info
Minutes	X	
Draft Fall Service Changes	X	
Mobility Forward Final Recommendation	X	
Go Dublin Evaluation		X
Fare Policy Final Recommendation	X	

May

	Action	Info
Minutes	X	
Fall Service Changes (effective August)	X	
Quarterly Operations		X

June

	Action	Info
Minutes	X	
WAAC Appointments	X	
Marketing Work Plan	X	

July

	Action	Info
Minutes	X	

*Typically July committee meetings are cancelled

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

STAFF REPORT

SUBJECT: FY 2018 2nd Quarter Report – Operations

FROM: Christy Wegener, Director of Planning & Operations

DATE: February 26, 2018

Action Requested

This is an informational item.

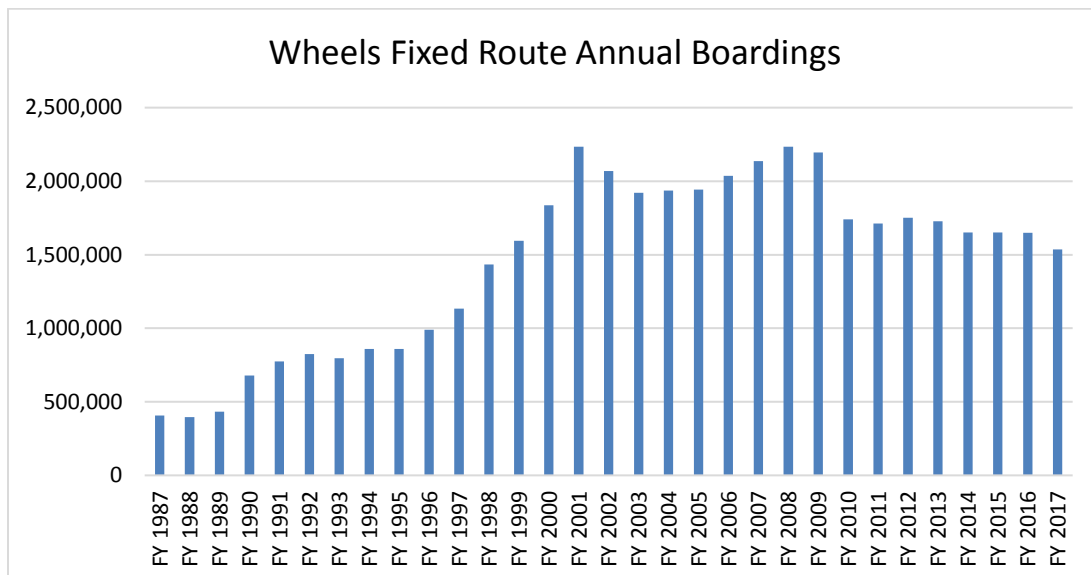
Background

This report is intended to provide the Committee with a summary and analysis of operations for the second quarter of FY2018 (October-December 2017), including fixed route, paratransit, and operational performance metrics.

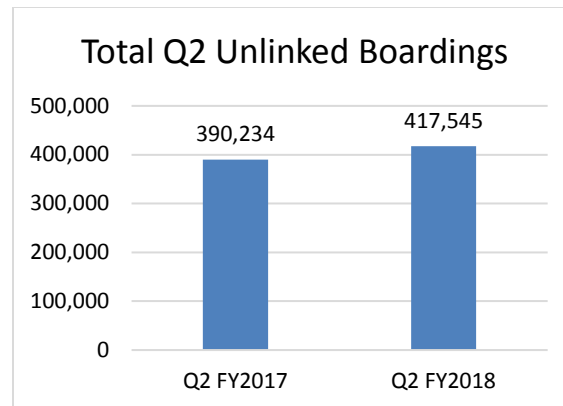
Discussion

Fixed Route

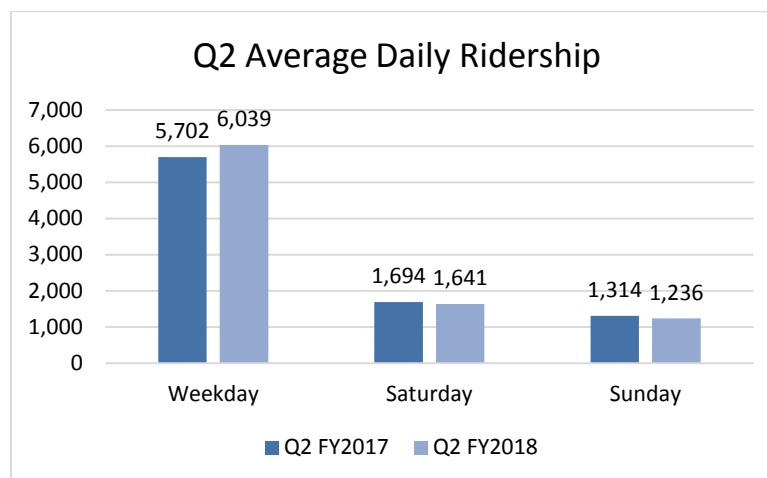
The graph below shows the long-term ridership trend for the Wheels service from the agency's inception through the fiscal year that ended on July 30, 2017.



Turning to the quarterly year-on-year comparisons, the chart below shows the total amount of boardings for Q2 of this year, compared with the same quarter of last year. A total of 417,545 Q2 boardings were seen this year, up from 390,234 boardings from Q2 of last year - or about 7 percent.



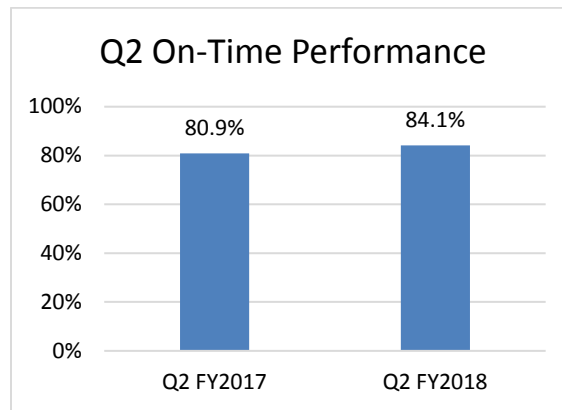
The next chart shows the ridership broken down by average daily boardings by service day during the quarter.



This breakdown illustrates a mixed trend picture, with weekday ridership up 5.9% from one year ago, and 2.3% from two years ago. At the same time, weekend ridership is down, the number of Saturday boardings has decreased by 3.1% from a year ago, and 23.6% from two years ago before COA changes eliminated service hours from the weekends; Sundays show a similar trend as well.

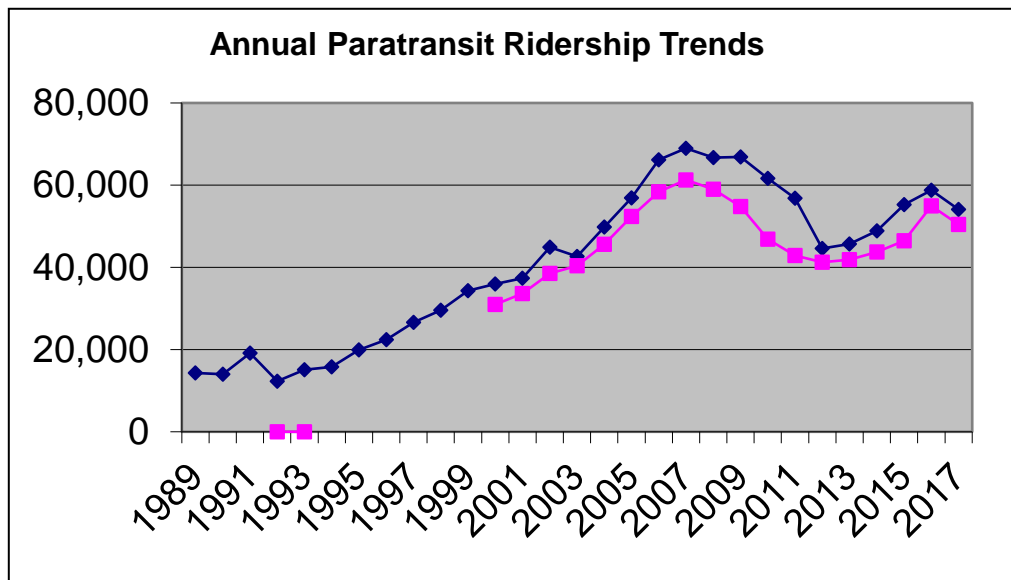
Trends at the individual route level were mixed, but amongst the two major trunk lines, Route 10 continued to trend down and Route 30 continued to trend up, compared with the same quarter of last year.

On the operational side, on-time performance (OTP) continued to increase notably compared with same quarter of the previous year, ending at 84.1%, compared with 80.9% for Q2 of last year. If sustained, this is bringing the agency close to its goal of 85% OTP.

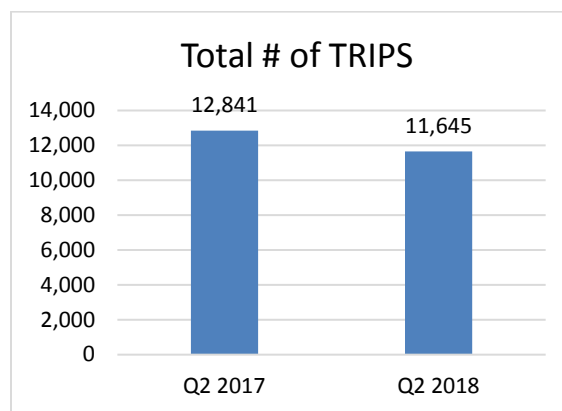
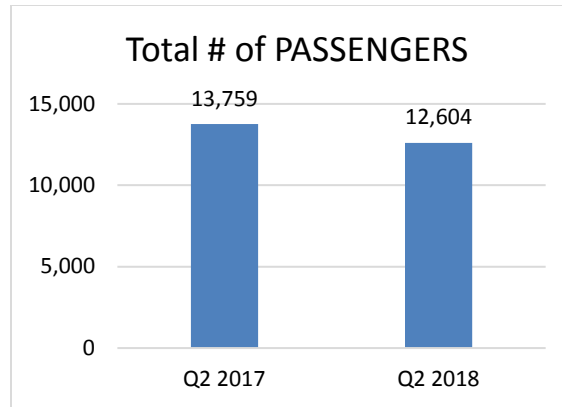


Paratransit

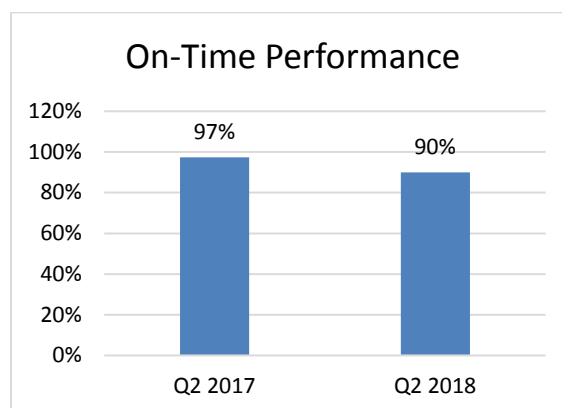
The graph below provides an overview of the historic paratransit ridership trend from the agency's inception thru the fiscal year FY2017:



The paratransit ridership has decreased significantly during the second quarter in FY18 when comparing it to the second quarter ridership in FY17. There has been a decrease in the total number of one-way trips (9.31% decrease = 1,196 total one way trips) as well as the number of total passengers (8.4% decrease = 1,155 total passengers), which the two graphs below illustrate.



On-time performance (OTP) has decreased by 7.59% from 97% in Q2, FY17 to 90% in Q2, FY18. As the OTP performance standard is 95% the performance in Q2 FY18 is below the standard. The OTP suffered mostly due to the extreme driver shortage in November and December.

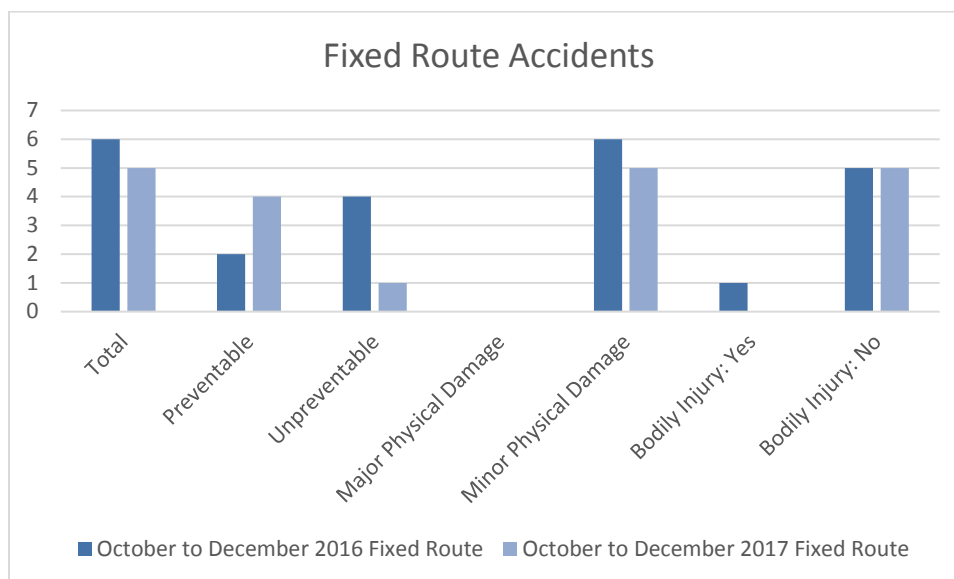


The Dial-A-Ride service has been experiencing serious challenges in the last several months. While the OTP decreased so did the number of trips and passengers. Staff believes that part of the decrease in trips/passengers is due to the low service quality (late trips) and also trip time negotiation.

Accidents/Incidents

Fixed Route

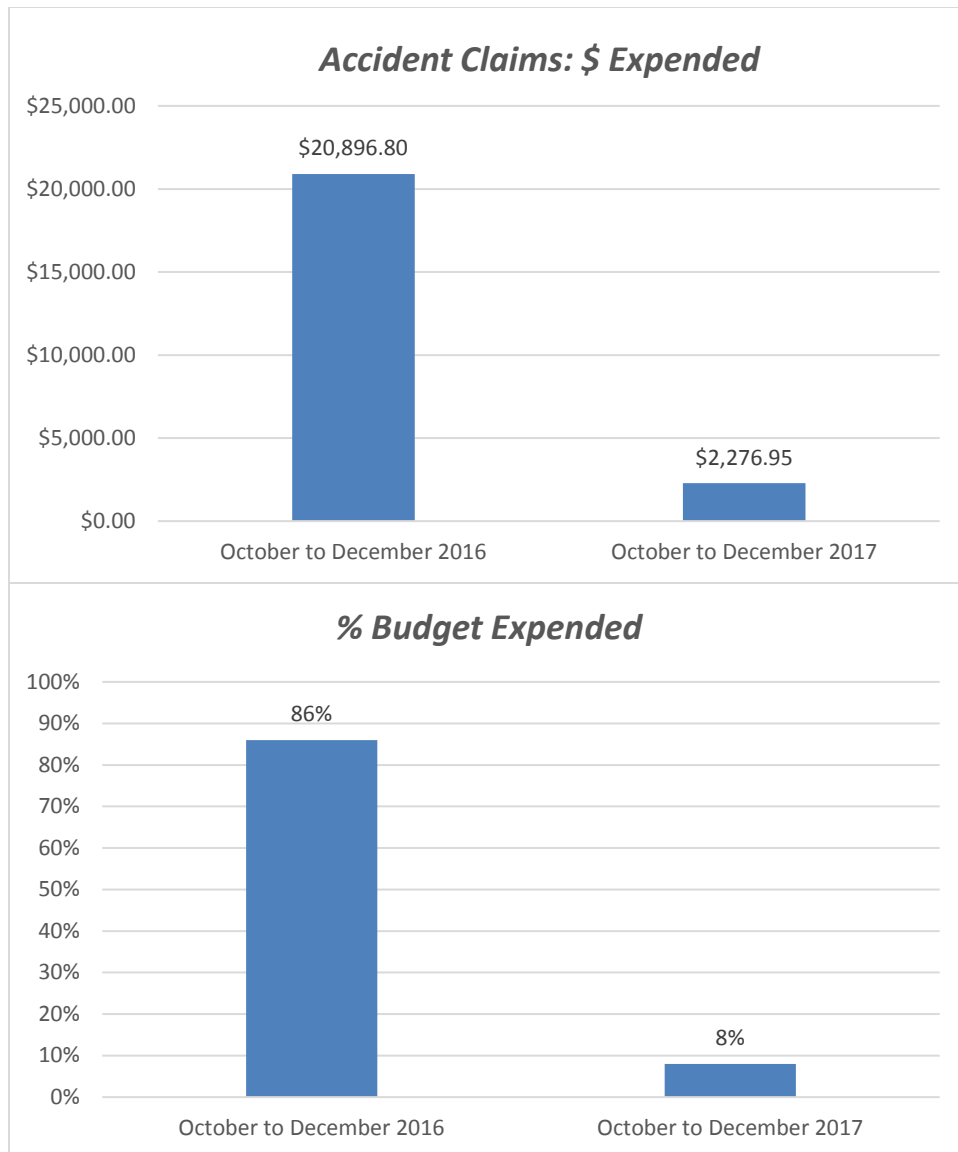
Noted in the figure below for Fixed Route Accidents, in the second quarter, there have been five (5) reportable accidents/incidents on the fixed route system, four (4) of which were determined to be preventable, and one (1) deemed non-preventable. None of the accidents resulted in major damage, and all resulted in minor or no damage to the vehicles (only fixed route are LAVTA owned vehicles). None of the fixed route accidents resulted in bodily injury. Staff continues to work with the operations contractor to identify trends in preventable accidents.



Many contractor-operated transportation companies use 1 preventable accident per 100,000 total miles in fixed route service as a goal. Looking at preventable accidents, MV comes in at .47 per 100,000 total miles for a 12-month rolling period from January 1, 2017 – December 31, 2017.

Claims Activity

With respect to the monthly accident claim activity, the charts below highlight claims **for fixed route only**. It should be noted that some of the expenditures are for the prior fiscal year, as adjudication of claims can take some time after the actual accident/incident.



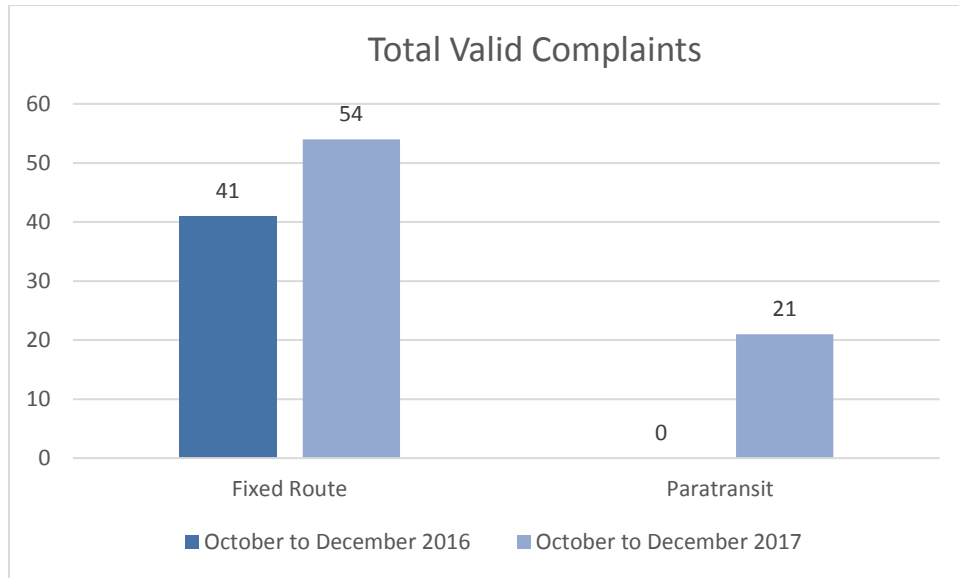
Accidents/Incidents

Paratransit

In the second quarter there were zero (0) paratransit accident/incidents compared to two (2) paratransit accidents/incidents from second quarter last fiscal year.

Customer Service

Customer Service staff processed a total of 167 customer requests for Q2 FY17 and a total of 194 for Q2 FY18. LAVTA's Service Quality Standards Index, a measurement of performance for fixed route and paratransit service providers, tracks the number of **valid** complaints for both fixed route and paratransit service, as noted for the quarter in the chart below.



Comparing the total valid complaints from FY17 and FY18, the number for fixed route has increased and staff continues to work with the fixed route contractor in the daily management meetings and the Fixed Route Task Force meetings held every other week, which allow for timely recognition of trends, and increased attention to the Customer Oversight Program which provides for assigning points to operators for valid complaints. The top valid complaints for fixed route for this quarter are in the areas of “bypass” (19 complaints), “late” (14 complaints), and “safety” (6 complaints).

The paratransit valid complaints increased from last year. Staff and the contractor continue to work together in the Paratransit Task Force meetings to ensure that the complaints are dealt with timely, with a goal of zero (0) valid complaints. The top valid complaints for paratransit for this quarter are in the areas of “late” (9) and “driver/dispatcher training (9).

Next Steps

None

Recommendation

None – information only.