

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

**BOARD OF DIRECTORS MEETING**

**DATE:** July 2, 2018

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

**TIME:** 4:00pm

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**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 June 4, 2018 Board of Directors and Special Meeting.**
- B. Treasurer's Report for the month of May 2018**

**Recommendation:** The Finance and Administration Committee recommends approval of the May 2018 Treasurer's Report.

- C. LAVTA Annual Salary Band Review**

**Recommendation:** The Finance and Administration Committee recommends that the Board of Directors approve attached Resolution 20-2018 adjusting the rates of salary bands for LAVTA employees.

**D. Approve the Purchase of Six Non-revenue Vehicles**

**Recommendation:** Finance and Administration Committee recommends the Board: (1) award a contract to Downtown Ford, Inc. through the State of California Contract for a total contract award of \$194,029.15; (2) authorize the Executive Director to sign the contract and issue; and (3) approve a 10% project contingency of \$19,402.92 to be used at the discretion of the Executive Director.

**5. Establishing Standing Committees and Memberships**

**Recommendation:** Staff recommends the Board confirm and approve Resolution 22-2018, establishing standing committees, memberships, and officers.

**6. Proposed Fare Policy Changes**

**Recommendation:** It is recommended by the Projects and Services Committee and the Finance and Administration Committee that the Board of Directors direct staff to open a public comment and review period on proposed fare policy changes and to hold three public hearings, one each in Dublin, Pleasanton and Livermore in September 2018. After consideration of public input, a final staff recommendation will be brought to the Board of Directors in October with an anticipated implementation date of January 1, 2019.

**7. Executive Director's Report**

**8. Matters Initiated by the Board of Directors**

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

**9. Next Meeting Date is Scheduled for: August 6, 2018**

**10. 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*

*LAVTA, Administrative Assistant*

*6/28/2018*

*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](mailto:frontdesk@lavta.org)*

## **AGENDA**

### **ITEM 4 A**

## **MINUTES OF THE JUNE 4, 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

Janine Thalblum – Councilmember, City of Dublin

Jerry Pentin – Councilmember, City of Pleasanton

Karla Brown – Councilmember, City of Pleasanton

Steven Spedowski – Councilmember, City of Livermore

Bob Coomber – Councilmember, City of Livermore

Scott Haggerty – Supervisor, County of Alameda

### **3. Meeting Open to Public**

Jonathan Steketee

Jonathan Steketee introduced Cheryl Wells to the Board of Directors as the permanent General Manager for MTM. Ms. Wells started on May 7, 2018 and received full training at the Saint Louis, Missouri Corporate Office. Jonathan Steketee will be coaching Ms. Wells until she is fully up to speed. The Board of Directors welcomed Cheryl Wells.

Robert S. Allen

Robert Allen provided the LAVTA Board of Directors a letter that was sent to the BART Board of Directors this morning. The letter requested that they vote again on extending BART to Isabel, but to eliminate the Maintenance Facility and that would save \$465 million.

### **4. May Wheels Accessible Advisory Committee Minutes Report**

Wheels Accessible Advisory Committee (WAAC) Vice Chair Amy Mauldin briefed the Board on the WAAC Committee meeting on May 2, 2018. Amy Mauldin informed that there was a 2018/2019 recruitment and they received ten membership applications. A large number of the membership applications were received from Livermore residents. The election of WAAC Chair and Vice Chair for 2018/2019 was also conducted at the May WAAC meeting. Herb Hasting was reappointed as Chair and Amy Mauldin was reappointed as Vice Chair positions. The WAAC also discussed the potential of renaming the WAAC Committee, since there have been suggestions that the current name is offensive. A possible name discussed was Tri-Valley Accessibility Advisory Committee (TVAAC) or to keep the existing name. There will be further discussions regarding the renaming of the WAAC Committee. DAR issues were discussed and Melany Henry stated that many of her clients like Parataxi. There was also a discussion regarding the Go Dublin availability for 2018/2019, since it is popular in Dublin and Connie mentioned seniors wanted it to stay in effect

### **5. Consent Agenda**

**Recommend approval of all items on Consent Agenda as follows:**

A. **Amended Minutes of the March 5, 2018 and Minutes of the May 7, 2018 Board of Directors meeting.**

B. **Treasurer's Report for the month of April 2018**

The Board of Directors approved the April 2018 Treasurer's Report.

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

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

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

The Board of Directors approved Resolution 16-2018 in support of a funding request to MTC for the Cycle 5 Lifeline Transportation Program for continued operations of Wheels Route 14 serving North Livermore.

E. **WAAC Appointments for FY19**

The Board of Directors considered Resolution 18-2018, ratifying the appointments to the Wheels Accessible Advisory Committee as follows:

Appointed on July 1, 2018 for a two year term ending in June 30, 2020

- Connie Mack, City of Dublin, Member
- Helen Buckholz, City of Dublin, Alternate
- Russ Riley, City of Livermore, Member
- Judith LaMarre, City of Livermore, Member
- Bob Chulata, City of Livermore, Alternate
- Herbert Hastings, County of Alameda, Member
- David Weir, County of Alameda, Alternate
- Melany Henry, Social Services, Member
- Raymond Figueroa, Social Services, Member
- Amy Mauldin, Social Services, Member

Appointed on July 1, 2018 for a one-year term ending June 30, 2019

- Sue Tuite, City of Pleasanton, Member

Approved: Haggerty/Haubert

Aye: Haubert, Pentin, Brown, Coomber, Haggerty, Spedowski, Thalblum

No: None

Abstain: None

Absent: None

**6. Manager of Customer Service & Contract Oversight and Director of Planning & Marketing Positions**

Executive Director Michael Tree provided the Board of Directors the Manager of Customer Service & Contract Oversight and Director of Planning & Marketing positions. Executive Director Michael Tree noted that this agenda item was brought to the Projects & Services and Finance & Administration Committees for discussion prior to the Board meeting. Executive Director Michael Tree informed that there is a Director of Planning and Operations vacancy and LAVTA has been advertising for this position for five months. Interviews were conducted for prospective Planning Directors. The person that scored the highest also had a lot of talent in marketing and is currently serving as the Marketing Manager. Executive Director Michael Tree recommended the current Marketing Manager Tony McCaulay serve as the Director of Planning and Marketing. Executive Director Michael Tree informed that the Director of Finance has historically overseen Customer Service and management has shared responsibilities in the organizations contract oversight. Executive Director Michael Tree also provided a recommendation to create a Manager of Customer Service and Contract Oversight that would assume the Customer Service responsibilities currently held by Director of Finance and take over the Contract Oversight within the agency.

The Board of Directors approved the new position of Manager of Customer Service and Contract Oversight and the position of Director of Planning and Marketing.

Approved: Spedowfski/Haubert

Aye: Haubert, Pentin, Brown, Coomber, Haggerty, Spedowfski, Thalblum

No: None

Abstain: None

Absent: None

**7. LAVTA's Operating & Capital Budget for FY 2019**

The Board of Directors approved the final Operating and Capital Budget for FY 2019. Resolution 15-2018.

Approved: Haggerty/Pentin

Aye: Haubert, Pentin, Brown, Coomber, Haggerty, Spedowfski, Thalblum

No: None

Abstain: None

Absent: None

**8. Dublin Student Transit Service Study and Recommendations**

Staff provided the Board of Directors the Dublin Student Transit Service Study and Recommendations. LAVTA received the draft report from Nelson\Nygaard Consulting Associates. Staff explained that the report is technically still a draft, but conclusive enough where LAVTA is ready to ask for the Boards approval for the short term recommendations. These short term recommendations would be implemented in conjunction when school starts this coming August. Staff briefly highlighted the recommendations for August by Route:

| FALL 2018 RECOMMENDED SUPPLEMENTAL SERVICE MODIFICATIONS |   |
|--|---|
| Route  | Description of change   |
| 501  | Partially re-assign overflow capacity to new (additional) expedited trips<br>Discontinue "early-bird" morning trip<br>Move "late-bird" afternoon trip from 4p to 5p |
| 502  | Extend route to Jordan Ranch  |
| 503  | Discontinue segments east of Wells Middle School<br>Discontinue late afternoon trip   |
| 504  | Add overflow capacity   |
| Sweeper  | Discontinue and replace with additional, expedited trips as part of #501  |

The Phase I changes will be cost neutral. Staff will bring Phase II elements back to the Board of Directors for approval at a future meeting.

Board Member Janine Thalblum requested that all information be disseminated to the schools in time, so families can make needed adjustments. Staff responded that prior to the Board meeting the information has been disseminated on the LAVTA website and staff will be in close contact with the schools regarding the information.

The Board of Directors approved the Phase I recommendations as outlined above, with a target implementation date of August 13, 2018.

Approved: Haubert/Haggerty

Aye: Haubert, Pentin, Brown, Coomber, Haggerty, Spedowski, Thalblum

No: None

Abstain: None

Absent: None

## 9. Election of LAVTA Chair and Vice Chair

The Board nominated and elected a LAVTA Board Chair and Vice Chair for FY19 in accordance with the agency's bylaws.

A motion was made by Board Chair Karla Brown to select the following as the LAVTA Board Chair FY 2019:

Chair –Scott Haggerty

Approved: Brown/Spedowski

Aye: Haubert, Pentin, Brown, Coomber, Haggerty, Spedowski, Thalblum

No: None

Abstain: None

Absent: None

A motion was made by Board Chair Karla Brown to select the following as the LAVTA Board Vice Chair FY 2019:

Vice Chair – David Haubert

Approved: Brown/Spedowski

Aye: Haubert, Pentin, Brown, Coomber, Haggerty, Spedowski, Thalblum

No: None

Abstain: None

Absent: None

## **10. Management Action Plan**

Executive Director Michael Tree provided the Board of Directors the Management Action Plan. Executive Director Michael Tree informed the Board that when this meeting adjourns staff coordinated with the City of Livermore for a tour of the Historic Train Depot. The Historic Train Depot ribbon cutting will be in late July or early August. Executive Director Michael Tree also noted that on June 22, 2018 at 10am the Shared Autonomous Vehicle (SAV) kick-off event will take place at the BART station. Staff presented the SAV wrap that Husky Creative designed for the Board to review. Board Vice Chair Scott Haggerty requested a shamrock on the SAV. Staff responded that the City of Dublin logo is on the window with a shamrock. LAVTA is trying to come up with a name for this service type, because Wheels is the local bus service and Rapid is another type of service. Staff welcomed any ideas the Board may have for the service type name. Board Member Steven Spedowski asked how long until LAVTA has an SAV on the road and will the kick-off event have a functioning SAV to ride in. Executive Director Michael Tree anticipates that the SAV will be available for a demo at the kick-off event. The City of Dublin received a grant for the signal upgrades within the testing area and Executive Director Michael Tree believes it is about a year away for those to be upgraded. In the meantime, the SAV will be tested at stop signs with very controlled circumstances. Board Chair Karla Brown requested that staff bring back a report to discuss the SAV name. Staff met with a technician from Easy Mile and what is needed in order to move it autonomously is a map of the Dublin side of BART station (west of LAVTA bus turn around), so they can map it digitally. LAVTA is still waiting on an encroachment permit from the City of Dublin and DMV licensing, since that is a requirement to move the SAV on a public road.

This was informational only.

## **11. Matters Initiated by the Board of Directors**

Board Chair Karla Brown requested that LAVTA provide a staff report with a recommendation to the Board of Directors regarding Carmen Rivera-Hendrickson's being cut out of her seat belt.

## **12. Next Meeting Date is Scheduled for: July 2, 2018**

## **13. Adjournment**

Meeting adjourned at 4:42pm



## **MINUTES OF THE JUNE 4, 2018 LAVTA BOARD SPECIAL MEETING**

### **1. Call to Order**

Meeting was called to order by Board Chair Karla Brown at 5:00pm

### **2. Roll Call of Members**

#### **Members Present**

Jerry Pentin – 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**

David Haubert – Mayor, City of Dublin  
Janine Thalblum – Councilmember, City of Dublin

### **3. Meeting Open to Public**

No Comments.

### **4. Historic Train Depot Tour**

Staff introduced Project Manager Rosy Ehlert who then proceeded to provide a tour of the Historic Train Depot. Project Manager Rosy Ehlert also provide further history of the building and answered any questions the Board of Directors had.

This was informational only.

### **5. Adjournment**

Meeting adjourned at 5:20pm

## **AGENDA**

### **ITEM 4 B**

## STAFF REPORT

SUBJECT: Treasurer's Report for May 2018

FROM: Tamara Edwards, Finance and Grants Manager

DATE: July 2, 2018

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**Action Requested**

Review and approve the LAVTA Treasurer's Report for May 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 May1, 2018 | \$4,392,549.46 |
| Payments made                | \$2,471,848.07 |
| Deposits made                | \$1,370,447.76 |
| Ending balance May31, 2018   | \$3,291,812.15 |

***Farebox account activity (106):***

|                               |              |
|-------------------------------|--------------|
| Beginning balance May 1, 2018 | \$118,131.86 |
| Deposits made                 | \$43,680.28  |
| Ending balance May31, 2018    | \$161,812.14 |

***LAIF investment account activity (135):***

|                              |                |
|------------------------------|----------------|
| Beginning balance May1, 2018 | \$5,664,104.04 |
| Ending balance May31, 2018   | \$5,664,104.04 |

***Operating Expenditures Summary:***

As this is the eleventh 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 91.6%. The agency is at 82.36% overall.

***Operating Revenues Summary:***

While expenses are at 82.36%, revenues are at 84.7%, providing for a healthy cash flow.

**Recommendation**

The Finance and Administration Committee recommends that the Board of Directors approve the May 2018 Treasurer's Report.

Attachments:

1. May 2018 Treasurer's Report

*Approved:* \_\_\_\_\_

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

**ASSETS:**

|                                      |            |                   |
|--------------------------------------|------------|-------------------|
| 101 PETTY CASH                       | 200        |                   |
| 102 TICKET SALES CHANGE              | 240        |                   |
| 105 CASH - GENERAL CHECKING          | 3,291,812  |                   |
| 106 CASH - FIXED ROUTE ACCOUNT       | 161,812    |                   |
| 107 Clipper Cash                     | 858,424    |                   |
| 120 ACCOUNTS RECEIVABLE              | 856,684    |                   |
| 135 INVESTMENTS - LAIF               | 5,666,589  |                   |
| 150 PREPAID EXPENSES                 | 157,632    |                   |
| 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 |                   |
| <b>TOTAL ASSETS</b>                  |            | <b>69,641,390</b> |

**LIABILITIES:**

|   |           |                  |
|---|-----------|------------------|
| 205 ACCOUNTS PAYABLE                      | 393,313   |                  |
| 211 PRE-PAID REVENUE                      | 1,904,019 |                  |
| 21101 Clipper to be distributed           | 568,792   |                  |
| 22000 FEDERAL INCOME TAXES PAYABLE        | 34        |                  |
| 22010 STATE INCOME TAX                    | (10)      |                  |
| 22020 FICA MEDICARE                       | (57)      |                  |
| 22050 PERS HEALTH PAYABLE                 | 0         |                  |
| 22040 PERS RETIREMENT PAYABLE             | (330)     |                  |
| 22030 SDI TAXES PAYABLE                   | 0         |                  |
| 22070 AMERICAN FIDELITY INSURANCE PAYABLE | 434       |                  |
| 22090 WORKERS' COMPENSATION PAYABLE       | 1,915     |                  |
| 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            | 72,809    |                  |
| 23102 UNEMPLOYMENT RESERVE                | 8,300     |                  |
| <b>TOTAL LIABILITIES</b>                  |           | <b>3,915,078</b> |

**FUND BALANCE:**

|   |             |                   |
|---|-------------|-------------------|
| 301 FUND RESERVE                            | (4,812,531) |                   |
| 304 GRANTS, DONATIONS, PAID-IN CAPITAL      | 70,519,984  |                   |
| 30401 SALE OF BUSES & EQUIPMENT             | 103,602     |                   |
| FUND BALANCE                                | (84,743)    |                   |
| <b>TOTAL FUND BALANCE</b>                   |             | <b>65,726,313</b> |
| <b>TOTAL LIABILITIES &amp; FUND BALANCE</b> |             | <b>69,641,390</b> |

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

| ACCOUNT              | DESCRIPTION                              | BUDGET            | CURRENT<br>MONTH | YEAR TO<br>DATE   | BALANCE<br>AVAILABLE | PERCENT<br>BUDGET<br>EXPENDED |
|----------------------|--|-------------------|------------------|-------------------|----------------------|-------------------------------|
| 4010100              | Fixed Route Passenger Fares              | 1,473,687         | 135,836          | 1,327,238         | 146,449              | 90.1%                         |
| 4020000              | Business Park Revenues                   | 203,170           | 37,406           | 176,397           | 26,773               | 86.8%                         |
| 4020500              | Special Contract Fares                   | 399,028           | 54,812           | 286,200           | 112,828              | 71.7%                         |
| 4020500              | Special Contract Fares - Paratransit     | 42,000            | 11,228           | 37,781            | 4,219                | 90.0%                         |
| 4010200              | Paratransit Passenger Fares              | 203,000           | 16,717           | 148,066           | 54,934               | 72.9%                         |
| 4060100              | Concessions                              | 50,972            | 6,146            | 31,697            | 19,275               | 62.2%                         |
| 4060300              | Advertising Revenue                      | 90,000            | 0                | 95,000            | (5,000)              | 105.6%                        |
| 4070400              | Miscellaneous Revenue-Interest           | 6,000             | 0                | 10,304            | (4,304)              | 171.7%                        |
| 4070300              | Non transportation revenue               | 56,400            | 4,000            | 51,170            | 5,230                | 100.0%                        |
| 4090100              | Local Transportation revenue (TFCA RTE B | 479,000           | 0                | 0                 | 479,000              | 100.0%                        |
| 4099100              | TDA Article 4.0 - Fixed Route            | 9,778,570         | 0                | 9,778,570         | -                    | 100.0%                        |
| 4099500              | TDA Article 4.0-BART                     | 98,995            | 14,337           | 91,939            | 7,056                | 92.9%                         |
| 4099200              | TDA Article 4.5 - Paratransit            | 133,864           | 0                | 124,554           | 9,310                | 93.0%                         |
| 4099600              | Bridge Toll- RM2, RM1                    | 913,836           | 145,209          | 435,627           | 478,209              | 47.7%                         |
| 4110100              | STA Funds-Paratransit                    | 56,773            | 10,062           | 24,255            | 32,518               | 42.7%                         |
| 4110500              | STA Funds- Fixed Route BART              | 591,679           | 0                | 443,757           | 147,922              | 75.0%                         |
| 4110100              | STA Funds-pop                            | 592,225           | 0                | 606,418           | (14,193)             | 102.4%                        |
| 4110100              | STA Funds- rev                           | 173,758           | 0                | 173,758           | -                    | 100.0%                        |
| 4110100              | STA Funds- Lifeline                      | -                 | 0                | 0                 | -                    | #DIV/0!                       |
| 4130000              | FTA Section 5307 Preventative Maint.     | 444,777           | 0                | 0                 | 444,777              | 100.0%                        |
| 4130000              | FTA Section 5307 ADA Paratransit         | 342,169           | 0                | 0                 | 342,169              | 0.0%                          |
| 4130000              | FTA TPI                                  | 104,000           | 0                | 0                 | 104,000              | 100.0%                        |
| 4130000              | FTA JARC and NF                          | -                 | 0                | 421               | (421)                | #DIV/0!                       |
| 4130000              | FTA 5311                                 | -                 | 0                | 0                 | -                    | #DIV/0!                       |
| 4640500              | Measure B Gap                            |                   | 0                | 12,656            | (12,656)             | 100.0%                        |
| 4640500              | Measure B Express Bus                    | 100,000           | 0                | 0                 | 100,000              | 100.0%                        |
| 4640100              | Measure B Paratransit Funds-Fixed Route  | 905,892           | 101,164          | 762,942           | 142,950              | 84.2%                         |
| 4640100              | Measure B Paratransit Funds-Paratransit  | 170,441           | 19,034           | 299,716           | (129,275)            | 175.8%                        |
| 4640200              | Measure BB Paratransit Funds-Fixed Route | 670,032           | 74,589           | 403,621           | 266,411              | 60.2%                         |
| 4640200              | Measure BB Paratransit Funds-Paratransit | 285,657           | 31,800           | 238,658           | 46,999               | 83.5%                         |
| <b>TOTAL REVENUE</b> |  | <b>18,365,925</b> | <b>662,340</b>   | <b>15,560,744</b> | <b>2,805,181</b>     | <b>84.7%</b>                  |

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

|              |                                      | <b>BUDGET</b>       | <b>CURRENT<br/>MONTH</b> | <b>YEAR TO<br/>DATE</b> | <b>BALANCE<br/>AVAILABLE</b> | <b>PERCENT<br/>BUDGET<br/>EXPENDED</b> |
|--------------|--------------------------------------|---------------------|--------------------------|-------------------------|------------------------------|--|
| 501 02       | Salaries and Wages                   | \$1,362,014         | \$95,849                 | \$1,257,932             | \$104,082                    | 92.36%                                 |
| 502 00       | Personnel Benefits                   | \$942,989           | \$45,364                 | \$649,399               | \$293,590                    | 68.87%                                 |
| 503 00       | Professional Services                | \$936,878           | \$337,098                | \$661,622               | \$275,256                    | 70.62%                                 |
| 503 05       | Non-Vehicle Maintenance              | \$636,214           | \$75,300                 | \$455,023               | \$179,758                    | 71.52%                                 |
| 503 99       | Communications                       | \$9,500             | \$46                     | \$1,163                 | \$941                        | 12.24%                                 |
| 504 01       | Fuel and Lubricants                  | \$1,174,700         | \$114,769                | \$736,133               | \$438,567                    | 62.67%                                 |
| 504 03       | Non contracted vehicle maintenance   | \$19,550            | \$0                      | \$2,895                 | \$16,655                     | 14.81%                                 |
| 504 99       | Office/Operating Supplies            | \$28,700            | \$6,204                  | \$57,880                | (\$29,180)                   | 201.67%                                |
| 504 99       | Printing                             | \$54,500            | \$0                      | \$20,017                | \$34,483                     | 36.73%                                 |
| 505 00       | Utilities                            | \$276,000           | \$19,753                 | \$253,898               | \$22,102                     | 91.99%                                 |
| 506 00       | Insurance                            | \$637,238           | \$3,582                  | \$472,181               | \$165,057                    | 74.10%                                 |
| 507 99       | Taxes and Fees                       | \$302,000           | \$10,789                 | \$80,476                | \$221,524                    | 26.65%                                 |
| 508 01       | Purchased Transportation Fixed Route | \$9,338,719         | \$783,574                | \$8,306,071             | \$1,051,441                  | 88.94%                                 |
| 2-508 02     | Purchased Transportation Paratransit | \$1,994,500         | \$141,338                | \$1,497,444             | \$497,056                    | 75.08%                                 |
| 508 03       | Purchased Transportation WOD         | \$75,000            | \$1,238                  | \$20,016                | \$54,984                     | 26.69%                                 |
| 509 00       | Miscellaneous                        | \$434,323           | \$529,820                | \$575,288               | (\$140,965)                  | 132.46%                                |
| 509 02       | Professional Development             | \$38,100            | \$1,793                  | \$17,806                | \$20,294                     | 46.74%                                 |
| 509 08       | Advertising                          | \$95,000            | \$7,455                  | \$53,118                | \$41,882                     | 55.91%                                 |
| <b>TOTAL</b> |                                      | <b>\$18,355,925</b> | <b>\$2,173,971</b>       | <b>\$15,118,361</b>     | <b>\$3,247,527</b>           | <b>82.36%</b>                          |

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

| ACCOUNT                | DESCRIPTION                         | BUDGET            | CURRENT<br>MONTH | YEAR TO<br>DATE   | BALANCE<br>AVAILABLE | PERCENT<br>BUDGET<br>EXPENDED |
|------------------------|-------------------------------------|-------------------|------------------|-------------------|----------------------|-------------------------------|
| <b>REVENUE DETAILS</b> |                                     |                   |                  |                   |                      |                               |
| 4090594                | TDA (office and facility equip)     | 100,000           | 0                | 0                 | 100,000              | 0.00%                         |
| 4090194                | TDA Shop repairs and replacement    | 85,000            | 70,375           | 70,375            | 14,625               | 82.79%                        |
| 4091794                | Bus stop improvements               | 212,461           | 0                | 0                 | 212,461              | 0.00%                         |
| 4092394                | TDA Bus replacement                 | 2,738,770         | 541,418          | 2,721,926         | 16,844               | 99.38%                        |
| 4090994                | TDA IT Upgrades and Replacements    | 35,000            | 5,071            | 5,071             | 29,929               | 14.49%                        |
| 4090794                | TDA Transit Center Improvements     | 273,493           | 75,000           | 75,000            | 198,493              | 27.42%                        |
| 409??94                | TDA (Transit Capital)               | 100,000           | 14,721           | 14,721            | 85,279               | 14.72%                        |
| 4092094                | TDA (Major component rehab)         | 30,000            | 6,201            | 6,201             | 23,799               | 20.67%                        |
| 4091294                | TDA Doolan Tower Upgrade            | 10,000            | 0                | 0                 | 10,000               | 0.00%                         |
| 4090894                | TDA TPI                             | 66,000            | 6,542            | 6,542             | 59,458               | 9.91%                         |
| 4092194                | TDA Rebranding bus wrap             | 175,000           | 0                | 0                 | 175,000              | 0.00%                         |
| 4091594                | TDA Farebox upgrade                 | 101,758           | 35,008           | 35,008            | 66,750               | 34.40%                        |
| 4090394                | TDA Non revenue vehicle replacement | 144,800           | 0                | 0                 | 144,800              | 0.00%                         |
| 4092396                | Bridge Tolls Bus Replacement        | 535,578           | 0                | 535,578           | 0                    | 100.00%                       |
| 4091701                | CTC CIP Shelters                    | 1,600,000         | 0                | 0                 | 1,600,000            | 0.00%                         |
| 409xx01                | TVTC TSP                            | 1,140,000         | 0                | 0                 | 1,140,000            | 0.00%                         |
| 4111700                | PTMISEA Shelters and Stops          | 117,539           | 0                | 0                 | 117,539              | 0.00%                         |
| 41124                  | Prob 1B Security upgrades           | 36,696            | 0                | 0                 | 36,696               | 0.00%                         |
| 41114                  | Prop 1B Wifi                        | 36,696            | 0                | 0                 | 36,696               | 0.00%                         |
| 41107                  | PTMISEA Transit Center Improvements | 126,507           | 0                | 0                 | 126,507              | 0.00%                         |
| 41105                  | PTMISEA Office improvements         | 177,390           | 0                | 0                 | 177,390              | 0.00%                         |
| 41308                  | TPI                                 | 504,564           | 0                | 370,756           | 133,808              | 73.48%                        |
| 41315                  | FTA Farebox upgrade                 | 398,242           | 0                | 0                 | 398,242              | 0.00%                         |
| 41304                  | FTA BRT                             | 300,000           | 0                | 24,214            | 275,786              | 8.07%                         |
| 41303                  | FTA non revenue vehicle upgrade     | 367,200           | 0                | 0                 | 367,200              | 0.00%                         |
| 41323                  | FTA Bus replacements                | 12,312,300        | 0                | 10,936,330        | 1,375,970            | 88.82%                        |
| <b>TOTAL REVENUE</b>   |                                     | <b>21,724,994</b> | <b>754,336</b>   | <b>14,801,722</b> | <b>6,923,272</b>     | <b>68.13%</b>                 |



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

| ACCOUNT                                       | DESCRIPTION                              | BUDGET            | CURRENT<br>MONTH | YEAR TO<br>DATE   | BALANCE<br>AVAILABLE | PERCENT<br>BUDGET<br>EXPENDED |
|---|--|-------------------|------------------|-------------------|----------------------|-------------------------------|
| <b>EXPENDITURE DETAILS</b>                    |  |                   |                  |                   |                      |                               |
| <b>CAPITAL PROGRAM - COST CENTER 07</b>       |  |                   |                  |                   |                      |                               |
| 5550107                                       | Shop Repairs and replacement             | 85,000            | 0                | 84,020            | 980                  | 98.85%                        |
| 5550207                                       | New MOA Facility (Satelite Facility)     | -                 | 0                | 0                 | 0                    | #DIV/0!                       |
| 5550307                                       | Non revenue vehicle replacement          | 512,000           | 0                | 0                 | 512,000              | 0.00%                         |
| 5550407                                       | BRT                                      | -                 | 920              | 17,877            | (17,877)             | #DIV/0!                       |
| 5550507                                       | Office and Facility Equipment            | 277,390           | 0                | 87,184            | 190,206              | 31.43%                        |
| 5550607                                       | 511 Integration                          | -                 | 0                | 75,000            | (75,000)             | #DIV/0!                       |
|   | TSP upgrade                              | 1,140,000         | 0                | 0                 | 1,140,000            | 0.00%                         |
| 5550807                                       | Dublin TPI project                       | 570,564           | 0                | 376,998           | 193,566              | 66.07%                        |
| 5550907                                       | IT Upgrades and replacement              | 35,000            | 0                | 5,071             | 29,929               | 14.49%                        |
| 5551007                                       | Transit Center Upgrades and Improvements | 400,000           | 32,812           | 32,812            | 367,188              | 8.20%                         |
| 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           | 16,803           | 16,803            | 483,197              | 3.36%                         |
| 5551707                                       | Bus Shelters and Stops                   | 2,230,000         | 48,109           | 48,109            | 2,181,891            | 2.16%                         |
| 5552007                                       | Major component rehab                    | 30,000            | 0                | 48,188            | (18,188)             | 160.63%                       |
| 5552107                                       | Rebranding bus wrap                      | 175,000           | 0                | 0                 | 175,000              | 0.00%                         |
| 5552307                                       | Bus replacement                          | 15,586,648        | 37,903           | 14,573,592        | 1,013,056            | 93.50%                        |
| 5552407                                       | Security upgrades                        | 36,696            | 0                | 0                 | 36,696               | 0.00%                         |
| 555??07                                       | Transit Capital                          | 100,000           | 0                | 14,384            | 85,616               | 14.38%                        |
| <b>TOTAL CAPITAL EXPENDITURES</b>             |  | <b>21,724,994</b> | <b>136,547</b>   | <b>15,380,039</b> | <b>6,344,955</b>     | <b>70.79%</b>                 |
| <b>FUND BALANCE (CAPITAL)</b>                 |  | <b>0.00</b>       | <b>617,789</b>   | <b>(578,317)</b>  |                      |                               |
| <b>FUND BALANCE (CAPTIAL &amp; OPERATING)</b> |  | <b>0.00</b>       | <b>(898,844)</b> | <b>(125,970)</b>  |                      |                               |

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

[www.treasurer.ca.gov/pmia-laif/laif.asp](http://www.treasurer.ca.gov/pmia-laif/laif.asp)

June 06, 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](#)

May 2018 Statement

**Account Summary**

|                   |      |                    |              |
|-------------------|------|--------------------|--------------|
| Total Deposit:    | 0.00 | Beginning Balance: | 5,670,400.62 |
| Total Withdrawal: | 0.00 | Ending Balance:    | 5,670,400.62 |

REPORT.: Jun 19 18 Tuesday  
 RUN....: Jun 19 18 Time: 10:38  
 Run By.: Daniel Zepeda

LAVTA  
 Month End Cash Disbursements Report  
 Prior Period Report for 05-18 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         |
|--------|--------------|------------|-------------------------------------|-------------|--------------|-------------|------------|---------------------------|
| 05-18  | H8358        | 05/24/18   | PER01 (PERS )                       |             | 3,094.78     | .00         | 3,094.78   | PER01, PERS CLASSIC CONTR |
|        | H8359        | 05/24/18   | PER04 (CALPERS RETIREMENT SYSTEM)   |             | 788.20       | .00         | 788.20     | PER04, PERS 457 CONTRIBUT |
|        | H8360        | 05/24/18   | PER01 (PERS )                       |             | 3,151.85     | .00         | 3,151.85   | PER01, PERS NEW CONTRIBUT |
|        | H8361        | 05/24/18   | EFT01 (ELECTRONIC FUND TRANSFERS)   |             | 6,929.07     | .00         | 6,929.07   | EFT01, FEDERAL TAXES 5/5- |
|        | H8362        | 05/24/18   | EMP01 (EMPLOYMENT DEVEL DEPT)       |             | 2,692.92     | .00         | 2,692.92   | EMP01, STATE TAXES 5/5-5/ |
|        | H8363        | 05/24/18   | DIR02 (DIRECT DEPOSIT OF PAYROLL CH |             | 37,504.37    | .00         | 37,504.37  | DIR02, PR DIRECT DEPOSIT  |
|        | H8364        | 05/11/18   | DIR02 (DIRECT DEPOSIT OF PAYROLL CH |             | 34,113.91    | .00         | 34,113.91  | DIR02, PR DIRECT DEPOSIT  |
|        | H8365        | 05/11/18   | PER04 (CALPERS RETIREMENT SYSTEM)   |             | 788.06       | .00         | 788.06     | PER04, PERS 457 CONTRIBUT |
|        | H8366        | 05/11/18   | PER01 (PERS )                       |             | 3,094.78     | .00         | 3,094.78   | PER01, PERS CLASSIC CONTR |
|        | H8367        | 05/11/18   | PER01 (PERS )                       |             | 3,151.85     | .00         | 3,151.85   | PER01, PERS NEW CONTRIBUT |
|        | H8368        | 05/11/18   | EFT01 (ELECTRONIC FUND TRANSFERS)   |             | 5,697.85     | .00         | 5,697.85   | EFT01, FEDERAL TAXES 4/21 |
|        | H8369        | 05/11/18   | EMP01 (EMPLOYMENT DEVEL DEPT)       |             | 2,312.98     | .00         | 2,312.98   | EMP01, STATE TAXES 4/21-5 |
|        | H8370        | 05/01/18   | BRO03 (KARLA SUE BROWN)             |             | 200.00       | .00         | 200.00     | BRO03, APR-18 BOD STIPEND |
|        | H8371        | 05/01/18   | HAG01 (SCOTT HAGGERTY)              |             | 200.00       | .00         | 200.00     | HAG01, APR-18 BOD STIPEND |
|        | H8372        | 05/01/18   | HAU01 (DAVID HAUBERT)               |             | 300.00       | .00         | 300.00     | HAU01, APR-18 BOD STIPEND |
|        | H8373        | 05/01/18   | PEN01 (JERRY PENTIN)                |             | 100.00       | .00         | 100.00     | PEN01, APR-18 BOD STIPEND |
|        | H8374        | 05/01/18   | COO03 (BOB COOMBER)                 |             | 100.00       | .00         | 100.00     | COO03, APR-18 BOD STIPEND |
|        | H8375        | 05/01/18   | TAX72 (JUSTIN HART)                 |             | 198.90       | .00         | 198.90     | TAX72, PARATAXI REIMBURSE |
|        | H8376        | 05/01/18   | TAX67 (CHRISTEL RAGER)              |             | 183.60       | .00         | 183.60     | TAX67, PARATAXI REIMBURSE |
|        | H8377        | 05/01/18   | TAX14 (KAREN ADAMS)                 |             | 46.33        | .00         | 46.33      | TAX14, PARATAXI REIMBURSE |
|        | H8378        | 05/01/18   | TAX07 (ASMA SYEDA)                  |             | 54.00        | .00         | 54.00      | TAX07, PARATAXI REIMBURSE |
|        | H8379        | 05/01/18   | TX137 (HIMATLAL R MEHTA)            |             | 141.81       | .00         | 141.81     | TX137, PARATAXI REIMBURSE |
|        | H8380        | 05/01/18   | TX177 (MARILYN LANE)                |             | 92.65        | .00         | 92.65      | TX177, PARATAXI REIMBURSE |
|        | H8381        | 05/01/18   | TX152 (ALBERTA PILLIOD)             |             | 40.00        | .00         | 40.00      | TX152, PARATAXI REIMBURSE |
|        | H8382        | 05/01/18   | TAX69 (GWENDOLYN BEAM)              |             | 20.00        | .00         | 20.00      | TAX69, PARATAXI REIMBURSE |
|        | H8383        | 05/01/18   | TAX07 (ASMA SYEDA)                  |             | 46.96        | .00         | 46.96      | TAX07, PARATAXI REIMBURSE |
|        | H8384        | 05/01/18   | TAX14 (KAREN ADAMS)                 |             | 74.59        | .00         | 74.59      | TAX14, PARATAXI REIMBURSE |
|        | H8385        | 05/01/18   | TX113 (RODGER RAGER)                |             | 130.90       | .00         | 130.90     | TX113, PARATAXI REIMBURSE |
|        | H8386        | 05/01/18   | TAX99 (SAEED TIRMIZI)               |             | 68.00        | .00         | 68.00      | TAX99, PARATAXI REIMBURSE |
|        | H8387        | 05/04/18   | MVT01 (MV TRANSPORTATION, INC.)     |             | 82,441.39    | .00         | 82,441.39  | MVT01, MAR-18 FIXED ROUTE |
|        | H8388        | 05/15/18   | MVT01 (MV TRANSPORTATION, INC.)     |             | 347,235.80   | .00         | 347,235.80 | MVT01, 82814, MAY-18 1ST  |
|        | H8389        | 05/31/18   | MVT01 (MV TRANSPORTATION, INC.)     |             | 347,235.80   | .00         | 347,235.80 | MVT01, 82815, MAY-18 2ND  |
|        | H8390        | 05/10/18   | MTM01 (MEDICAL TRANSPORTATION MANAG |             | 122,279.30   | .00         | 122,279.30 | MTM01, MAR-18 MONTHLY SER |
|        | H8391        | 05/02/18   | MTM01 (MEDICAL TRANSPORTATION MANAG |             | 2,940.00     | .00         | 2,940.00   | MTM01, MT-112106, 4/18-5/ |
|        | H8392        | 05/16/18   | MTM01 (MEDICAL TRANSPORTATION MANAG |             | 5,638.50     | .00         | 5,638.50   | MTM01, MTM-112107, 5/2-5/ |
|        | H8393        | 05/31/18   | MTM01 (MEDICAL TRANSPORTATION MANAG |             | 3,398.50     | .00         | 3,398.50   | MTM01, MTM-112108, 5/17-5 |
|        | H8394        | 05/01/18   | STA01 (STATE COMPENSATION FUND)     |             | 2,141.67     | .00         | 2,141.67   | STA01, MAY-18 WORKER'S CO |
|        | H8395        | 05/31/18   | STA01 (STATE COMPENSATION FUND)     |             | 2,141.67     | .00         | 2,141.67   | STA01, JUN-18 WORKER'S CO |
|        | H8398        | 05/12/18   | NEL01 (NELSON\NYGAARD CONSULTING AS |             | 9,048.75     | .00         | 9,048.75   | NEL01, 72087, APR-18 DUBL |
|        | H8399        | 05/15/18   | NEL01 (NELSON\NYGAARD CONSULTING AS |             | 2,272.75     | .00         | 2,272.75   | NEL01, 72046, APR-18 PROF |
|        | H8400        | 05/15/18   | SHE05 (SHELL )                      |             | 60.93        | .00         | 60.93      | SHE05, MAY-18 CC STATEMEN |
|        | H8401        | 05/01/18   | MER01 (MERCHANT SERVICES)           |             | 107.23       | .00         | 107.23     | MER01, APR-18 TRANSIT CEN |
|        | H8402        | 05/01/18   | MER01 (MERCHANT SERVICES)           |             | 115.31       | .00         | 115.31     | MER01, APR-18 MOA CC FEES |
|        | H8403        | 05/01/18   | PAC01 (AT&T )                       |             | 33.12        | .00         | 33.12      | PAC01,ACCT #232-351-6260, |
|        | H8404        | 05/01/18   | PAC01 (AT&T )                       |             | 178.16       | .00         | 178.16     | PAC01,ACCT #925-243-9029, |
|        | H8405        | 05/01/18   | PAC01 (AT&T )                       |             | 352.38       | .00         | 352.38     | PAC01,ACCT #436-951-0106, |
|        | H8406        | 05/01/18   | CAL04 (CALIFORNIA WATER SERVICE)    |             | 733.39       | .00         | 733.39     | CAL04, 9098655555, MOA WA |
|        | H8407        | 05/15/18   | PER03 (CAL PUB EMP RETIRE SYSTM)    |             | 35,267.43    | .00         | 35,267.43  | PER03, JUN-18 HEALTH INSU |
|        | H8408        | 05/31/18   | CAL15 (CALTRONICS BUSINESS SYS)     |             | 201.27       | .00         | 201.27     | CAL15, 2498062, BIZHUB TH |
|        | H8409        | 05/31/18   | CAL15 (CALTRONICS BUSINESS SYS)     |             | 249.39       | .00         | 249.39     | CAL15, 2520137, BIZHUB TH |
|        | H8410        | 05/01/18   | PAC02 (PACIFIC GAS AND ELECTRIC)    |             | 5,738.69     | .00         | 5,738.69   | PAC02, 5809326332-3, MOA  |
|        | H8411        | 05/31/18   | PAC02 (PACIFIC GAS AND ELECTRIC)    |             | 1,784.74     | .00         | 1,784.74   | PAC02, 6062256368-6, ATLA |
|        | H8412        | 05/01/18   | PAC02 (PACIFIC GAS AND ELECTRIC)    |             | 558.56       | .00         | 558.56     | PAC02, 7264840356-5, RAPI |
|        | H8413        | 05/15/18   | PAC02 (PACIFIC GAS AND ELECTRIC)    |             | 936.61       | .00         | 936.61     | PAC02, 9007202117-4, MOA  |
|        | H8414        | 05/01/18   | PAC02 (PACIFIC GAS AND ELECTRIC)    |             | 1,468.59     | .00         | 1,468.59   | PAC02, 9007202117-4, MOA  |
|        | H8415        | 05/31/18   | PAC02 (PACIFIC GAS AND ELECTRIC)    |             | 110.59       | .00         | 110.59     | PAC02, 7649646868-7, DOOL |
|        | H8416        | 05/31/18   | PAC02 (PACIFIC GAS AND ELECTRIC)    |             | 107.29       | .00         | 107.29     | PAC02, 7649646868-7, DOOL |
|        | H8417        | 05/01/18   | CIT07 (CITY OF LIVERMORE - WATER)   |             | 36.53        | .00         | 36.53      | CIT07, 138431-00, ATLANTI |
|        | H8418        | 05/01/18   | CIT07 (CITY OF LIVERMORE - WATER)   |             | 106.09       | .00         | 106.09     | CIT07, 139388-00, BUS WAS |
|        | H8419        | 05/01/18   | CIT07 (CITY OF LIVERMORE - WATER)   |             | 151.62       | .00         | 151.62     | CIT07, 138430-01, ATLANTI |
|        | H8420        | 05/15/18   | CIT07 (CITY OF LIVERMORE - WATER)   |             | 148.50       | .00         | 148.50     | CIT07, 138430-01, ATLANTI |
|        | H8421        | 05/01/18   | CIT07 (CITY OF LIVERMORE - WATER)   |             | 13.49        | .00         | 13.49      | CIT07, 138432-00, ATLANTI |
|        | H8422        | 05/31/18   | CIT07 (CITY OF LIVERMORE - WATER)   |             | 13.49        | .00         | 13.49      | CIT07, 138432-00, ATLANTI |
|        | H8423        | 05/01/18   | CIT07 (CITY OF LIVERMORE - WATER)   |             | 23.36        | .00         | 23.36      | CIT07, 139399-00, ATLANTI |
|        | H8424        | 05/15/18   | CIT07 (CITY OF LIVERMORE - WATER)   |             | 19.75        | .00         | 19.75      | CIT07, 139399-00, ATLANTI |
|        | H8425        | 05/01/18   | CIT07 (CITY OF LIVERMORE - WATER)   |             | 77.51        | .00         | 77.51      | CIT07, 139361-00, ATLANTI |
|        | H8426        | 05/31/18   | CIT07 (CITY OF LIVERMORE - WATER)   |             | 23.36        | .00         | 23.36      | CIT07, 139361-00, ATLANTI |
|        | H8427        | 05/15/18   | CAL04 (CALIFORNIA WATER SERVICE)    |             | 155.70       | .00         | 155.70     | CAL04, 4616555555, TC IRR |
|        | H8428        | 05/15/18   | CAL04 (CALIFORNIA WATER SERVICE)    |             | 126.05       | .00         | 126.05     | CAL04, 3616555555, TC WAT |
|        | H8429        | 05/01/18   | CAL04 (CALIFORNIA WATER SERVICE)    |             | 51.71        | .00         | 51.71      | CAL04, 2575555555, TC FIR |
|        | H8430        | 05/01/18   | CAL04 (CALIFORNIA WATER SERVICE)    |             | 84.01        | .00         | 84.01      | CAL04, 0198655555, BUS WA |
|        | H8431        | 05/01/18   | CAL04 (CALIFORNIA WATER SERVICE)    |             | 68.95        | .00         | 68.95      | CAL04, 4755555555, MOA FI |
|        | H8432        | 05/01/18   | CAL04 (CALIFORNIA WATER SERVICE)    |             | 68.95        | .00         | 68.95      | CAL04, 5755555555, CONTRA |
|        | H8433        | 05/15/18   | KUL01 (KADRI KULM)                  |             | 92.53        | .00         | 92.53      | KUL01, MAY-2018 TRAVEL RE |
|        | H8434        | 05/01/18   | KUL01 (KADRI KULM)                  |             | 270.00       | .00         | 270.00     | KUL01, MAY-18 APTA CONFER |
|        | H8435        | 05/01/18   | KUL01 (KADRI KULM)                  |             | 16.00        | .00         | 16.00      | KUL01, 4/23/18 PAPCO PRES |
|        | H8436        | 05/01/18   | KUL01 (KADRI KULM)                  |             | 14.09        | .00         | 14.09      | KUL01, APR-18 TRAVEL REIM |
|        | H8437        | 05/24/18   | SHE01 (CYRUS SHEIK)                 |             | 13.00        | .00         | 13.00      | SHE01, MAY-18 TRAVEL REIM |
|        | H8438        | 05/01/18   | SHE01 (CYRUS SHEIK)                 |             | 64.00        | .00         | 64.00      | SHE01, MAY-18 CTA CONFERE |
|        | H8439        | 05/04/18   | CAS02 (LISETH CASTRO)               |             | 41.62        | .00         | 41.62      | CAS02, TRAVEL REIMBURSE 9 |
|        | H8440        | 05/04/18   | CAS02 (LISETH CASTRO)               |             | 69.00        | .00         | 69.00      | CAS02, TRAVEL REIMBURSE 1 |
|        | H8441        | 05/01/18   | TRE01 (MICHAEL TREE)                |             | 183.29       | .00         | 183.29     | TRE01, NOV-DEC 17 RAIL MI |
|        | H8442        | 05/01/18   | TRE01 (MICHAEL TREE)                |             | 582.61       | .00         | 582.61     | TRE01, JAN-MAR 18 RAIL MI |
|        | H8443        | 05/01/18   | YEA01 (JENNIFER YEAMANS)            |             | 19.08        | .00         | 19.08      | YEA01, APR-18 TRAVEL REIM |
|        | H8444        | 05/22/18   | STA18 (JOSHUA STANLEY)              |             | 230.32       | .00         | 230.32     | STA18, SEPT-17 THRU MAY-1 |
|        | H8445        | 05/03/18   | NAV01 (CHRISTY NAVARRO)             |             | 37.93        | .00         | 37.93      | NAV01, MAY-18 TRAVEL REIM |
|        | H8446        | 05/10/18   | MCC01 (TONY MCCAULAY)               |             | 159.94       | .00         | 159.94     | MCC01, TRAVEL REIMBURSE 2 |
|        | H8447        | 05/31/18   | A&M01 (LEO LAM INC)                 |             | (863.67)     | .00         | (863.67)   | A&M01, 146217, PO #6714 P |
|        | H8448        | 05/31/18   | A&M01 (LEO LAM INC)                 |             | 863.67       | .00         | 863.67     | A&M01, 146217, PO #6714 P |
|        | H8449        | 05/31/18   | HAN01 (HANSON BRIDGETT MARCUS)      |             | (2,362.50)   | .00         | (2,362.50) | HAN01, 1213107, MAR-18 CO |
|        | H8450        | 05/31/18   | HAN01 (HANSON BRIDGETT MARCUS)      |             | 2,362.50     | .00         | 2,362.50   | HAN01, 1213107, MAR-18 CO |

REPORT.: Jun 19 18 Tuesday  
 RUN....: Jun 19 18 Time: 10:38  
 Run By.: Daniel Zepeda

LAVTA  
 Month End Cash Disbursements Report  
 Prior Period Report for 05-18 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         |
|--------|--------------|------------|-------------------------------------|-------------|--------------|-------------|------------|---------------------------|
| 05-18  | H8451        | 05/31/18   | HAN01 (HANSON BRIDGETT MARCUS)      |             | (3,204.00)   | .00         | (3,204.00) | HAN01, 1213108, MAR-18 AD |
|        | H8452        | 05/31/18   | HAN01 (HANSON BRIDGETT MARCUS)      |             | 3,204.00     | .00         | 3,204.00   | HAN01, 1213108, MAR-18 AD |
|        | 020564       | 05/04/18   | A&M01 (LEO LAM INC)                 |             | 380.50       | .00         | 380.50     | Automatic Generated Check |
|        | 020565       | 05/04/18   | AEC01 (AECOM TECHNICAL SERVICES INC |             | 141,375.86   | .00         | 141,375.86 | Automatic Generated Check |
|        | 020566       | 05/04/18   | AIM01 (AIM TO PLEASE JANITORIAL SER |             | 34,841.05    | .00         | 34,841.05  | Automatic Generated Check |
|        | 020567       | 05/04/18   | ART01 (ART'S SECURITY LOCKSMITH)    |             | 9.83         | .00         | 9.83       | Automatic Generated Check |
|        | 020568       | 05/04/18   | ATT03 (AT&T )                       |             | 961.78       | .00         | 961.78     | Automatic Generated Check |
|        | 020569       | 05/04/18   | CIT06 (CITY OF LIVERMORE SEWER)     |             | 151.72       | .00         | 151.72     | Automatic Generated Check |
|        | 020570       | 05/04/18   | COR01 (CORBIN WILLITS SYSTEMS)      |             | 239.45       | .00         | 239.45     | Automatic Generated Check |
|        | 020571       | 05/04/18   | EME01 (EMERALD LANDSCAPE CO INC)    |             | 1,226.00     | .00         | 1,226.00   | Automatic Generated Check |
|        | 020572       | 05/04/18   | FED01 (FedEx )                      |             | 27.76        | .00         | 27.76      | Automatic Generated Check |
|        | 020573       | 05/04/18   | GOM01 (GOMENTUM STATION INC.)       |             | 514,070.00   | .00         | 514,070.00 | Automatic Generated Check |
|        | 020574       | 05/04/18   | HAN01 (HANSON BRIDGETT MARCUS)      |             | 11,621.00    | .00         | 11,621.00  | Automatic Generated Check |
|        | 020575       | 05/04/18   | INT01 (INTERSTATE PLASTICS)         |             | 7,435.11     | .00         | 7,435.11   | Automatic Generated Check |
|        | 020576       | 05/04/18   | IPC01 (IPC (USA) INC)               |             | 20,143.67    | .00         | 20,143.67  | Automatic Generated Check |
|        | 020577       | 05/04/18   | L&D01 (L&D PRINTING INC)            |             | 277.67       | .00         | 277.67     | Automatic Generated Check |
|        | 020578       | 05/04/18   | LIV10 (LIVERMORE SANITATION INC)    |             | 2,315.68     | .00         | 2,315.68   | Automatic Generated Check |
|        | 020579       | 05/04/18   | LYF01 (LYFT, INC)                   |             | 1,237.53     | .00         | 1,237.53   | Automatic Generated Check |
|        | 020580       | 05/04/18   | PRE03 (PREMIER SECURITY SOLNS CO)   |             | 899.00       | .00         | 899.00     | Automatic Generated Check |
|        | 020581       | 05/04/18   | SCF01 (SC FUELS)                    |             | 20,109.86    | .00         | 20,109.86  | Automatic Generated Check |
|        | 020582       | 05/04/18   | SHA02 (SHAMROCK OFFICE SOLUTIONS)   |             | 28.50        | .00         | 28.50      | Automatic Generated Check |
|        | 020583       | 05/04/18   | TES01 (TEST AMERICA LABORATORIES IN |             | 850.00       | .00         | 850.00     | Automatic Generated Check |
|        | 020584       | 05/04/18   | TIC01 (DAVID TORRALBA)              |             | 32.00        | .00         | 32.00      | Automatic Generated Check |
|        | 020585       | 05/04/18   | TOL06 (TOLAR MFR CO INC)            |             | 2,026.79     | .00         | 2,026.79   | Automatic Generated Check |
|        | 020586       | 05/04/18   | TRI06 (TRI-VALLEY HOSE INC)         |             | 14.64        | .00         | 14.64      | Automatic Generated Check |
|        | 020587       | 05/04/18   | TUR02 (RON TURLEY ASSOCIATES, INC)  |             | 1,454.75     | .00         | 1,454.75   | Automatic Generated Check |
|        | 020588       | 05/04/18   | TX128 (KATHY HANDEL)                |             | 42.93        | .00         | 42.93      | Automatic Generated Check |
|        | 020589       | 05/04/18   | TX133 (SAROJA IYER)                 |             | 93.50        | .00         | 93.50      | Automatic Generated Check |
|        | 020590       | 05/04/18   | TX192 (PATRICIA LOVELOCK)           |             | 43.35        | .00         | 43.35      | Automatic Generated Check |
|        | 020591       | 05/04/18   | TX193 (CHERYL BOYDEN)               |             | 30.00        | .00         | 30.00      | Automatic Generated Check |
|        | 020592       | 05/04/18   | VAL02 (VALLEY PLUMBING HOME)        |             | 1,323.70     | .00         | 1,323.70   | Automatic Generated Check |
|        | 020593       | 05/04/18   | WAG08 (ROBERT H WAGER CO., INC)     |             | 4,436.81     | .00         | 4,436.81   | Automatic Generated Check |
|        | 020594       | 05/18/18   | A&M01 (LEO LAM INC)                 |             | 4,772.60     | .00         | 4,772.60   | Automatic Generated Check |
|        | 020595       | 05/18/18   | ANT01 (ANTAI SOLUTIONS, LLC)        |             | 6,500.00     | .00         | 6,500.00   | Automatic Generated Check |
|        | 020596       | 05/18/18   | ART01 (ART'S SECURITY LOCKSMITH)    |             | 504.68       | .00         | 504.68     | Automatic Generated Check |
|        | 020597       | 05/18/18   | ATT02 (AT&T )                       |             | 383.86       | .00         | 383.86     | Automatic Generated Check |
|        | 020598       | 05/18/18   | AVI01 (AMADOR VALLEY INDUSTRIES)    |             | 367.77       | .00         | 367.77     | Automatic Generated Check |
|        | 020599       | 05/18/18   | CAL13 (CALIFORNIA TRANSIT)          |             | 474.07       | .00         | 474.07     | Automatic Generated Check |
|        | 020600       | 05/18/18   | CDW01 (CDW-G GOVERNMENT, INC)       |             | 1,560.00     | .00         | 1,560.00   | Automatic Generated Check |
|        | 020601       | 05/18/18   | CIT06 (CITY OF LIVERMORE SEWER)     |             | 84.54        | .00         | 84.54      | Automatic Generated Check |
|        | 020602       | 05/18/18   | DAI02 (ALLIANT INSURANCE SERVICES/P |             | 3,581.58     | .00         | 3,581.58   | Automatic Generated Check |
|        | 020603       | 05/18/18   | DAY02 (DAY & NIGHT PEST CONTROL)    |             | 218.00       | .00         | 218.00     | Automatic Generated Check |
|        | 020604       | 05/18/18   | DEL01 (DELL MARKETING LP)           |             | 4,760.96     | .00         | 4,760.96   | Automatic Generated Check |
|        | 020605       | 05/18/18   | DIR01 (DIRECT TV)                   |             | 10.50        | .00         | 10.50      | Automatic Generated Check |
|        | 020606       | 05/18/18   | EME01 (EMERALD LANDSCAPE CO INC)    |             | 1,936.00     | .00         | 1,936.00   | Automatic Generated Check |
|        | 020607       | 05/18/18   | FAS01 (FASTSIGNS)                   |             | 920.44       | .00         | 920.44     | Automatic Generated Check |
|        | 020608       | 05/18/18   | GGA01 (GOGOVAPPS INC.)              |             | 2,600.00     | .00         | 2,600.00   | Automatic Generated Check |
|        | 020609       | 05/18/18   | JTH01 (J. THAYER COMPANY)           |             | 138.84       | .00         | 138.84     | Automatic Generated Check |
|        | 020610       | 05/18/18   | KKI01 (ALPHA MEDIA LLC)             |             | 7,400.00     | .00         | 7,400.00   | Automatic Generated Check |
|        | 020611       | 05/18/18   | KOF01 (KOFF & ASSOCIATES)           |             | 4,355.00     | .00         | 4,355.00   | Automatic Generated Check |
|        | 020612       | 05/18/18   | MET01 (METROPOLITAN TRANSPORT-)     |             | 13,443.78    | .00         | 13,443.78  | Automatic Generated Check |
|        | 020613       | 05/18/18   | OFF01 (OFFICE DEPOT)                |             | 448.86       | .00         | 448.86     | Automatic Generated Check |
|        | 020614       | 05/18/18   | PAC11 (PACIFIC ENVIROMENTAL SERV)   |             | 240.00       | .00         | 240.00     | Automatic Generated Check |
|        | 020615       | 05/18/18   | PLA02 (PLANETERIA MEDIA LLC)        |             | 325.00       | .00         | 325.00     | Automatic Generated Check |
|        | 020616       | 05/18/18   | RHT01 (PRIME MECHANICAL SERVICE INC |             | 817.00       | .00         | 817.00     | Automatic Generated Check |
|        | 020617       | 05/18/18   | ROB01 (ROBERTSON AIR SYSTEM)        |             | 3,880.00     | .00         | 3,880.00   | Automatic Generated Check |
|        | 020618       | 05/18/18   | SAF01 (SAFETY-KLEEN SYSTEMS INC)    |             | 2,954.65     | .00         | 2,954.65   | Automatic Generated Check |
|        | 020619       | 05/18/18   | SCF01 (SC FUELS)                    |             | 41,341.15    | .00         | 41,341.15  | Automatic Generated Check |
|        | 020620       | 05/18/18   | SOLO1 (SOLUTIONS FOR TRANSIT)       |             | 2,083.33     | .00         | 2,083.33   | Automatic Generated Check |
|        | 020621       | 05/18/18   | TAX71 (MARY RARIDON)                |             | 22.10        | .00         | 22.10      | Automatic Generated Check |
|        | 020622       | 05/18/18   | TAX83 (JUDITH BAAR)                 |             | 62.90        | .00         | 62.90      | Automatic Generated Check |
|        | 020623       | 05/18/18   | TEL01 (TPx COMMUNICATIONS)          |             | 2,002.83     | .00         | 2,002.83   | Automatic Generated Check |
|        | 020624       | 05/18/18   | TX136 (VIRGINIA REID)               |             | 161.08       | .00         | 161.08     | Automatic Generated Check |
|        | 020625       | 05/18/18   | TX138 (SUSAN ZAPPE)                 |             | 59.55        | .00         | 59.55      | Automatic Generated Check |
|        | 020626       | 05/18/18   | TX183 (KEVIN PEHRSON)               |             | 14.45        | .00         | 14.45      | Automatic Generated Check |
|        | 020627       | 05/18/18   | TX188 (ERHARD ZAPPE)                |             | 20.00        | .00         | 20.00      | Automatic Generated Check |
|        | 020628       | 05/18/18   | TX194 (MARIAN TOSTE)                |             | 18.91        | .00         | 18.91      | Automatic Generated Check |
|        | 020629       | 05/18/18   | VAL02 (VALLEY PLUMBING HOME)        |             | 745.00       | .00         | 745.00     | Automatic Generated Check |
|        | 020630       | 05/31/18   | A&M01 (LEO LAM INC)                 |             | 3,081.15     | .00         | 3,081.15   | Automatic Generated Check |
|        | 020631       | 05/31/18   | AEC01 (AECOM TECHNICAL SERVICES INC |             | 153,328.57   | .00         | 153,328.57 | Automatic Generated Check |
|        | 020632       | 05/31/18   | ATT03 (AT&T )                       |             | 920.64       | .00         | 920.64     | Automatic Generated Check |
|        | 020633       | 05/31/18   | CIS01 (CISCO AIR SYSTEMS INC)       |             | 1,239.00     | .00         | 1,239.00   | Automatic Generated Check |
|        | 020634       | 05/31/18   | CIT06 (CITY OF LIVERMORE SEWER)     |             | 182.41       | .00         | 182.41     | Automatic Generated Check |
|        | 020635       | 05/31/18   | COR01 (CORBIN WILLITS SYSTEMS)      |             | 239.45       | .00         | 239.45     | Automatic Generated Check |
|        | 020636       | 05/31/18   | CUB01 (CUBIC TRANSPORTATION SYSTEMS |             | 37,903.36    | .00         | 37,903.36  | Automatic Generated Check |
|        | 020637       | 05/31/18   | FED01 (FedEx )                      |             | 18.40        | .00         | 18.40      | Automatic Generated Check |
|        | 020638       | 05/31/18   | GEN05 (GENFARE)                     |             | 16,802.65    | .00         | 16,802.65  | Automatic Generated Check |
|        | 020639       | 05/31/18   | GET01 (GETTLER-RYAN INC.)           |             | 247.00       | .00         | 247.00     | Automatic Generated Check |
|        | 020640       | 05/31/18   | HAN01 (HANSON BRIDGETT MARCUS)      |             | 5,566.50     | .00         | 5,566.50   | Automatic Generated Check |
|        | 020641       | 05/31/18   | HOT01 (HOTSYPACIFIC)                |             | 2,687.62     | .00         | 2,687.62   | Automatic Generated Check |
|        | 020642       | 05/31/18   | IPC01 (IPC (USA) INC)               |             | 21,232.47    | .00         | 21,232.47  | Automatic Generated Check |
|        | 020643       | 05/31/18   | LIV13 (LIVERMORE-PLEASANTON)        |             | 9,052.90     | .00         | 9,052.90   | Automatic Generated Check |
|        | 020644       | 05/31/18   | OFF01 (OFFICE DEPOT)                |             | 12.01        | .00         | 12.01      | Automatic Generated Check |
|        | 020645       | 05/31/18   | PAC16 (PACIFIC COAST TRANE)         |             | 520.00       | .00         | 520.00     | Automatic Generated Check |
|        | 020646       | 05/31/18   | PLE05 (PLEASANTON, CITY OF)         |             | 762.94       | .00         | 762.94     | Automatic Generated Check |
|        | 020647       | 05/31/18   | QUE01 (QUENCH)                      |             | 281.87       | .00         | 281.87     | Automatic Generated Check |
|        | 020648       | 05/31/18   | SCF01 (SC FUELS)                    |             | 21,324.86    | .00         | 21,324.86  | Automatic Generated Check |
|        | 020649       | 05/31/18   | SHA02 (SHAMROCK OFFICE SOLUTIONS)   |             | 322.67       | .00         | 322.67     | Automatic Generated Check |
|        | 020650       | 05/31/18   | TOL06 (TOLAR MFR CO INC)            |             | 40,673.50    | .00         | 40,673.50  | Automatic Generated Check |
|        | 020651       | 05/31/18   | TRA12 (TRAPEZE SOFTWARE GROUP)      |             | 161,817.00   | .00         | 161,817.00 | Automatic Generated Check |
|        | 020652       | 05/31/18   | TX139 (ROBERT MONAGHAN)             |             | 460.50       | .00         | 460.50     | Automatic Generated Check |

REPORT.: Jun 19 18 Tuesday  
RUN....: Jun 19 18 Time: 10:38  
Run By.: Daniel Zepeda

LAVTA  
Month End Cash Disbursements Report  
Prior Period Report for 05-18 BANK ACCOUNT 105

PAGE: 003  
ID #: PY-CD  
CTL.: WHE

| Period | Check<br>Number | Check<br>Date | Vendor # (Name)                   | Disc.<br>Terms | Gross<br>Amount | Disc Amount | Net Amount   | Check Description         |
|--------|-----------------|---------------|-----------------------------------|----------------|-----------------|-------------|--------------|---------------------------|
| 05-18  | 020653          | 05/31/18      | TX162 (SANDRA LANGLOTZ)           |                | 180.65          | .00         | 180.65       | Automatic Generated Check |
|        | 020654          | 05/31/18      | TX173 (ADELE WRIGHT)              |                | 54.61           | .00         | 54.61        | Automatic Generated Check |
|        | 020655          | 05/31/18      | VAL02 (VALLEY PLUMBING HOME)      |                | 154.50          | .00         | 154.50       | Automatic Generated Check |
|        | 020656          | 05/31/18      | VIC01 (VICTOR STANLEY)            |                | 32,812.32       | .00         | 32,812.32    | Automatic Generated Check |
|        |                 |               | Total for Bank Account 105 -----> |                | 2,471,848.07    | .00         | 2,471,848.07 |                           |

Grand Total of all Bank Accounts -----> 2,471,848.07 .00 2,471,848.07  
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REPORT.: Jun 19 18 Tuesday  
 RUN....: Jun 19 18 Time: 10:36  
 Run By.: Daniel Zepeda

LAVTA  
 Month End Payable Activity Report  
 Prior Period Report for 05-18

PAGE: 001  
 ID #: PY-AC  
 CTL.: WHE

| Period | Vendor # (Name)                    | Invoice Number        | Invoice Date | Due Date | Disc. Terms | Gross Amount                             | Description                                   |
|--------|------------------------------------|-----------------------|--------------|----------|-------------|--|---|
| 05-18  | A&M01 (LEO LAM INC)                | 145466                | 04/19/18     | 05/19/18 | A           | 380.50                                   | A&M01, 145466, PO #6687 REGIONAL RAIL BROCHU  |
|        |                                    | 145807                | 05/02/18     | 06/01/18 | A           | 4772.60                                  | A&M01, 145807, PO #6689 TIMETABLES-FEB 18 SE  |
|        |                                    | 146091                | 05/15/18     | 06/14/18 | A           | 55.17                                    | A&M01, 146091, PO #6733 WAAC POSTER UPDATE    |
|        |                                    | 146184                | 05/17/18     | 06/16/18 | A           | 538.52                                   | A&M01, 146184, PO #6720 LAVTA LETTERHEAD ENV  |
|        |                                    | 146216                | 05/18/18     | 06/17/18 | A           | 1294.17                                  | A&M01, 146216, PO #6714 RTE 30 DIRECT MAIL P  |
|        |                                    | 146217                | 05/18/18     | 06/17/18 | A           | 1193.29                                  | A&M01, 146217, PO #6714 RTE 30 DIRECT MAIL-P  |
|        |                                    | 146217ADJH            | 05/18/18     | 06/17/18 | A           | 863.67                                   | A&M01, 146217, PO #6714 POSTAGE CORRECTION-R  |
|        |                                    | 146217REVH            | 05/18/18     | 06/17/18 | A           | 863.67                                   | A&M01, 146217, PO #6714 POSTAGE REVERSAL-RTE  |
|        |                                    | Vendor's Total -----> |              |          |             | 8234.25                                  |   |
| 05-18  | AEC01 (AECOM TECHNICAL SERVICES    | IN200039828           | 03/30/18     | 04/29/18 | A           | 141375.86                                | AEC01, 2/2-3/16/18 ALTAMONT RAIL FEASIBILITY  |
|        |                                    | 200048422             | 04/18/18     | 05/18/18 | A           | 153328.57                                | AEC01, 200048422, 3/17-4/13/18 ALTAMONT RAIL  |
|        |                                    | Vendor's Total -----> |              |          |             | 294704.43                                |   |
| 05-18  | AIM01 (AIM TO PLEASE JANITORIAL SE | 1042                  | 01/25/18     | 02/24/18 | A           | 10500.00                                 | AIM01, 1042, JAN-18 BUS STOP CLEANING SERVIC  |
|        |                                    | 1043                  | 02/28/18     | 03/30/18 | A           | 10500.00                                 | AIM01, 1043, FEB-18 BUS STOP CLEANING SERVIC  |
|        |                                    | 1044                  | 03/21/18     | 04/20/18 | A           | 10500.00                                 | AIM01, 1044, MAR-18 BUS STOP CLEANING SERVIC  |
|        | 32-APR-18                          | 05/02/18              | 06/01/18     | A        | 3341.05     | AIM01, APR-18 JANITORIAL MONTHLY SERVICE |   |
|        |                                    | Vendor's Total -----> |              |          |             | 34841.05                                 |   |
| 05-18  | ANT01 (ANTAI SOLUTIONS, LLC)       | 1914                  | 05/11/18     | 06/10/18 | A           | 6500.00                                  | ANT01, 1914, PO #6706 VMWare UPGRADE PROJECT  |
| 05-18  | ART01 (ART'S SECURITY LOCKSMITH)   | 79014                 | 04/06/18     | 05/06/18 | A           | 500.31                                   | ART01, 79014, PO #6728 REPLACE LOCK-DRIVER'S  |
|        |                                    | 79027                 | 04/17/18     | 05/17/18 | A           | 9.83                                     | ART01, 79027, PO #6693 KEYS FOR RUTAN FACILI  |
|        |                                    | 79121                 | 05/03/18     | 06/02/18 | A           | 4.37                                     | ART01, 79121, PO #6717 GARBAGE CAN KEYS       |
|        |                                    | Vendor's Total -----> |              |          |             | 514.51                                   |   |
| 05-18  | ATT02 (AT&T )                      | 11350330              | 05/13/18     | 06/12/18 | A           | 383.86                                   | ATT02, PAYER #9391035694, 4/13-5/12/18        |
| 05-18  | ATT03 (AT&T )                      | 627251400             | 04/19/18     | 05/19/18 | A           | 961.78                                   | ATT03, 4627251400, APR-18 INTERNET PRI        |
|        |                                    | 868521402             | 05/19/18     | 06/18/18 | A           | 920.64                                   | ATT03, 6868521402, MAY-18 INTERNET PRI        |
|        |                                    | Vendor's Total -----> |              |          |             | 1882.42                                  |   |
| 05-18  | AVI01 (AMADOR VALLEY INDUSTRIES)   | 685860                | 04/30/18     | 05/30/18 | A           | 367.77                                   | AVI01, 685860, APR-18 GARBAGE PICK UP SERVIC  |
| 05-18  | BRO03 (KARLA SUE BROWN)            | APR-2018H             | 05/01/18     | 05/31/18 | A           | 200.00                                   | BRO03, APR-18 BOD STIPEND                     |
| 05-18  | CAL04 (CALIFORNIA WATER SERVICE)   | 198041918H            | 04/19/18     | 05/19/18 | A           | 84.01                                    | CAL04, 01986555555, BUS WASH 3/17-4/18/18     |
|        |                                    | 257043018H            | 04/30/18     | 05/30/18 | A           | 51.71                                    | CAL04, 25755555555, TC FIRE 5/1-5/31/18       |
|        |                                    | 361050118H            | 05/01/18     | 05/31/18 | A           | 126.05                                   | CAL04, 36165555555, TC WATER 4/3-4/30/18      |
|        |                                    | 461050118H            | 05/01/18     | 05/31/18 | A           | 155.70                                   | CAL04, 46165555555, TC IRRG. 4/3-4/30/18      |
|        |                                    | 475043018H            | 04/30/18     | 05/30/18 | A           | 68.95                                    | CAL04, 47555555555, MOA FIRE 5/1-5/31/18      |
|        |                                    | 575043018H            | 04/30/18     | 05/30/18 | A           | 68.95                                    | CAL04, 57555555555, CONTRACTOR FIRE 5/1-5/31/ |
|        |                                    | 909041918H            | 04/19/18     | 05/19/18 | A           | 733.39                                   | CAL04, 90986555555, MOA WATER 3/17-4/18/18    |
|        |                                    | Vendor's Total -----> |              |          |             | 1288.76                                  |   |
| 05-18  | CAL13 (CALIFORNIA TRANSIT)         | 312018APR             | 05/17/18     | 06/16/18 | A           | 474.07                                   | CAL13, APR-18 INSURANCE CLAIMS-PRIOR FY18     |
| 05-18  | CAL15 (CALTRONICS BUSINESS SYS)    | 2498062H              | 04/16/18     | 05/16/18 | A           | 201.27                                   | CAL15, 2498062, BIZHUB THRU 4/15/18           |
|        |                                    | 2520137H              | 05/16/18     | 06/15/18 | A           | 249.39                                   | CAL15, 2520137, BIZHUB THRU 5/15/18           |
|        |                                    | Vendor's Total -----> |              |          |             | 450.66                                   |   |
| 05-18  | CAS02 (LISETH CASTRO)              | 0122-0430H            | 05/04/18     | 06/03/18 | A           | 69.00                                    | CAS02, TRAVEL REIMBURSE 1/22-4/30/18          |
|        |                                    | 0918-1130H            | 05/04/18     | 06/03/18 | A           | 41.62                                    | CAS02, TRAVEL REIMBURSE 9/18-11/30/17         |
|        |                                    | Vendor's Total -----> |              |          |             | 110.62                                   |   |
| 05-18  | CDW01 (CDW-G GOVERNMENT, INC)      | MRK8158               | 05/11/18     | 06/10/18 | A           | 1560.00                                  | CDW01, MRK8158, PO #6707 VEEAM BACK UP-3 YEA  |
| 05-18  | CIS01 (CISCO AIR SYSTEMS INC)      | 123650-1              | 05/24/18     | 06/23/18 | A           | 1239.00                                  | CIS01, 123650-1, PO #6742 PREVENT MAINT ATLA  |
| 05-18  | CIT06 (CITY OF LIVERMORE SEWER)    | BW041718              | 04/17/18     | 05/17/18 | A           | 29.67                                    | CIT06, 138143-00, BUS WASH 3/20-4/17/18       |
|        |                                    | BW051518              | 05/15/18     | 06/14/18 | A           | 29.67                                    | CIT06, 138143-00, BUS WASH 4/17-5/15/18       |
|        |                                    | TC050818              | 05/08/18     | 06/07/18 | A           | 84.54                                    | CIT06, 133389-00, TRANSIT CENTER 4/10-5/8/18  |
|        |                                    | MOA041718             | 04/17/18     | 05/17/18 | A           | 122.05                                   | CIT06, 133294-00, MOA SEWER 3/20-4/17/18      |
|        |                                    | MOA051518             | 05/15/18     | 06/14/18 | A           | 152.74                                   | CIT06, 133294-00, MOA SEWER 4/17-5/15/18      |
|        |                                    | Vendor's Total -----> |              |          |             | 418.67                                   |   |

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 RUN....: Jun 19 18 Time: 10:36  
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| Period | Vendor # (Name)                             | Invoice Number        | Invoice Date | Due Date | Disc. Terms | Gross Amount                                 | Description                                   |
|--------|---|-----------------------|--------------|----------|-------------|--|---|
| 05-18  | CIT07 (CITY OF LIVERMORE - WATER)           | 361041718H            | 04/17/18     | 05/17/18 | A           | 77.51  | CIT07, 139361-00, ATLANTIS SEWER 3/20-4/17/1  |
|        |   | 361051518H            | 05/15/18     | 06/14/18 | A           | 23.36  | CIT07, 139361-00, ATLANTIS SEWER 4/17-5/15/1  |
|        |   | 388050118H            | 05/01/18     | 05/31/18 | A           | 106.09                                       | CIT07, 139388-00, BUS WASH 4/3-5/1/18         |
|        |   | 399041718H            | 04/17/18     | 05/17/18 | A           | 23.36  | CIT07, 139399-00, ATLANTIS SEWER 3/20-4/17/1  |
|        |   | 399051518H            | 05/15/18     | 06/14/18 | A           | 19.75  | CIT07, 139399-00, ATLANTIS SEWER 4/17-5/15/1  |
|        |   | 430041718H            | 04/17/18     | 05/17/18 | A           | 151.62                                       | CIT07, 138430-01, ATLANTIS INDOOR 3/20-4/17/1 |
|        |   | 430051518H            | 05/15/18     | 06/14/18 | A           | 148.50                                       | CIT07, 138430-01, ATLANTIS INDDOR 4/17-5/15/1 |
|        |   | 431050118H            | 05/01/18     | 05/31/18 | A           | 36.53  | CIT07, 138431-00, ATLANTIS IRRG. 4/3-5/1/18   |
|        |   | 432041718H            | 04/17/18     | 05/17/18 | A           | 13.49  | CIT07, 138432-00, ATLANTIS FIRE 3/20-4/17/18  |
|        |   | 432051518H            | 05/15/18     | 06/14/18 | A           | 13.49  | CIT07, 138432-00, ATLANTIS FIRE 4/17-5/15/18  |
|        |   | Vendor's Total -----> |              |          |             | 613.70                                       |   |
| 05-18  | COO03 (BOB COOMBER)                         | APR-2018 H            | 05/01/18     | 05/31/18 | A           | 100.00                                       | COO03, APR-18 BOD STIPEND                     |
| 05-18  | COR01 (CORBIN WILLITS SYSTEMS)              | B804151               | 04/15/18     | 05/15/18 | A           | 239.45                                       | COR01, B804151, APR-18 SERVICE                |
|        |   | B805151               | 05/15/18     | 06/14/18 | A           | 239.45                                       | COR01, B805151, MAY-18 SERVICE                |
|        |   | Vendor's Total -----> |              |          |             | 478.90                                       |   |
| 05-18  | CUB01 (CUBIC TRANSPORTATION SYSTEM 90009233 | 03/07/18              | 04/06/18     | A        | 37903.36    | CUB01, 90009233, PO #6247 CLIPPER INSTALL 20 |   |
| 05-18  | DAI02 (ALLIANT INSURANCE SERVICES/          | 0501 N05/01/18        | 05/31/18     | A        | 3581.58     | DAI02, 0501, PO #6723 SLIP INS RAIL GROUP 9/ |   |
| 05-18  | DAY02 (DAY & NIGHT PEST CONTROL)            | 133473                | 05/03/18     | 06/02/18 | A           | 218.00                                       | DAY02, 133473, 4/27/18 RUTAN SERVICE          |
| 05-18  | DEL01 (DELL MARKETING LP)                   | 233529347             | 03/20/18     | 04/19/18 | A           | 4760.96                                      | DEL01, 10233529347, PO #6650 ADDENDUM 7-15-7  |
| 05-18  | DIR01 (DIRECT TV)                           | 184199598             | 05/11/18     | 06/10/18 | A           | 10.50  | DIR01, 34184199598, MAY-18 SERVICE            |
| 05-18  | DIR02 (DIRECT DEPOSIT OF PAYROLL C          | 20180504H             | 05/11/18     | 06/10/18 | A           | 34113.91                                     | DIR02, PR DIRECT DEPOSIT 4/21-5/4/18          |
|        |   | 20180518H             | 05/24/18     | 06/23/18 | A           | 37504.37                                     | DIR02, PR DIRECT DEPOSIT 5/5-5/18/18          |
|        |   | Vendor's Total -----> |              |          |             | 71618.28                                     |   |
| 05-18  | EFT01 (ELECTRONIC FUND TRANFERS)            | 20180504H             | 05/11/18     | 06/10/18 | A           | 5697.85                                      | EFT01, FEDERAL TAXES 4/21-5/4/18              |
|        |   | 20180518H             | 05/24/18     | 06/23/18 | A           | 6929.07                                      | EFT01, FEDERAL TAXES 5/5-5/18/18              |
|        |   | Vendor's Total -----> |              |          |             | 12626.92                                     |   |
| 05-18  | EME01 (EMERALD LANDSCAPE CO INC)            | 312229                | 05/01/18     | 05/31/18 | A           | 1226.00                                      | EME01, 312229, MAY-18 LANDSCAPING SERVICES    |
|        |   | 312924                | 04/30/18     | 05/30/18 | A           | 550.00                                       | EME01, 312924, PO #6729 REPAIR MAINLINE LEAK  |
|        |   | 312932                | 04/30/18     | 05/30/18 | A           | 1386.00                                      | EME01, 312932, PO #6704 RUTAN IRRG. REPAIRS   |
|        |   | Vendor's Total -----> |              |          |             | 3162.00                                      |   |
| 05-18  | EMP01 (EMPLOYMENT DEVEL DEPT)               | 20180504H             | 05/11/18     | 06/10/18 | A           | 2312.98                                      | EMP01, STATE TAXES 4/21-5/4/18                |
|        |   | 20180518H             | 05/24/18     | 06/23/18 | A           | 2692.92                                      | EMP01, STATE TAXES 5/5-5/18/18                |
|        |   | Vendor's Total -----> |              |          |             | 5005.90                                      |   |
| 05-18  | FAS01 (FASTSIGNS)                           | DUB-95332             | 05/04/18     | 06/03/18 | A           | 920.44                                       | FAS01, DUB-95332, PO #6715 RAPID SOLVENT DEC  |
| 05-18  | FED01 (FedEx )                              | 615661918             | 04/20/18     | 05/20/18 | A           | 27.76  | FED01, 6-156-61918, APR-18 STATEMENT          |
|        |   | 618662600             | 05/18/18     | 06/17/18 | A           | 18.40  | FED01, 6-186-62600, MAY-18 STATEMENT          |
|        |   | Vendor's Total -----> |              |          |             | 46.16  |   |
| 05-18  | GEN05 (GENFARE)                             | 90133979              | 05/14/18     | 06/13/18 | A           | 16802.65                                     | GEN05, 90133979, PO #6543 FASTFARE TEST EQUI  |
| 05-18  | GET01 (GETTLER-RYAN INC.)                   | 7073                  | 05/16/18     | 06/15/18 | A           | 247.00                                       | GET01, 7073, PO #6745 RUTAN FUEL PUMP EVALUA  |
| 05-18  | GGA01 (GOGOVAPPS INC.)                      | 18-081                | 05/08/18     | 06/07/18 | A           | 2600.00                                      | GGA01, 18-081, PO #6726 ONE YEAR CRM SOFTWARE |
| 05-18  | GOM01 (GOMENTUM STATION INC.)               | 180406                | 04/06/18     | 05/06/18 | A           | 514070.00                                    | GOM01, 180406, SAV GOMENTUM STATION-INITIAL   |
| 05-18  | HAG01 (SCOTT HAGGERTY)                      | APR-2018H             | 05/01/18     | 05/31/18 | A           | 200.00                                       | HAG01, APR-18 BOD STIPEND                     |
| 05-18  | HAN01 (HANSON BRIDGETT MARCUS)              | 1210887               | 03/30/18     | 04/29/18 | A           | 6229.00                                      | HAN01, 1210887, FEB-18 CONTRACT LEGAL FEES    |
|        |   | 1210888               | 03/30/18     | 04/29/18 | A           | 5392.00                                      | HAN01, 1210888, FEB-18 ADMIN LEGAL FEES       |
|        |   | 1213107               | 04/30/18     | 05/30/18 | A           | 2362.50                                      | HAN01, 1213107, MAR-18 CONTRACT LEGAL FEES    |

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|--------|------------------------------------|-----------------------|--------------|----------|-------------|--------------|--|
| 05-18  | HAN01 (HANSON BRIDGETT MARCUS)     | 1213108               | 04/30/18     | 05/30/18 | A           | 3204.00      | HAN01, 1213108, MAR-18 ADMIN LEGAL FEES      |
|        |                                    | 1213107ADH            | 04/30/18     | 05/30/18 | A           | 2362.50      | HAN01, 1213107, MAR-18 CONTRACT FEES-ADJUST  |
|        |                                    | 1213107REH            | 04/30/18     | 05/30/18 | A           | 2362.50      | HAN01, 1213107, MAR-18 CONTRACT FEES-REVERSE |
|        |                                    | 1213108ADH            | 04/30/18     | 05/30/18 | A           | 3204.00      | HAN01, 1213108, MAR-18 ADMIN FEES-ADJUSTMENT |
|        |                                    | 1213108REH            | 04/30/18     | 05/30/18 | A           | 3204.00      | HAN01, 1213108, MAR-18 ADMIN FEES-REVERSE    |
|        |                                    | Vendor's Total -----> |              |          |             | 17187.50     |  |
| 05-18  | HAU01 (DAVID HAUBERT)              | APR-2018H             | 05/01/18     | 05/31/18 | A           | 300.00       | HAU01, APR-18 BOD STIPEND                    |
| 05-18  | HOT01 (HOTSYPACIFIC)               | 59096                 | 05/15/18     | 06/14/18 | A           | 2687.62      | HOT01, 59096, PO #6746 BUS WASH REPAIR-RUTAN |
| 05-18  | INT01 (INTERSTATE PLASTICS)        | 028227                | 03/26/18     | 04/25/18 | A           | 7435.11      | INT01, 028227, PO #6565 ACRYLIC PANELS-ART S |
| 05-18  | IPC01 (IPC (USA) INC)              | 198199615             | 04/26/18     | 05/26/18 | A           | 20143.67     | IPC01, 198199615, 4/26/18 FUEL DELIVERY      |
|        |                                    | 199682968             | 05/17/18     | 06/16/18 | A           | 21232.47     | IPC01, 199682968, 5/17/18 FUEL DELIVERY      |
|        |                                    | Vendor's Total -----> |              |          |             | 41376.14     |  |
| 05-18  | JTH01 (J. THAYER COMPANY)          | 1246261-0             | 05/02/18     | 06/01/18 | A           | 138.84       | JTH01, 1246261-0, 5/2/18 PRINTING PAPER      |
| 05-18  | KKI01 (ALPHA MEDIA LLC)            | 180489666             | 04/30/18     | 05/30/18 | A           | 7400.00      | KKI01, CC-1180489666, 4/16-4/29/18 RADIO ADS |
| 05-18  | KOF01 (KOFF & ASSOCIATES)          | 4479                  | 05/07/18     | 06/06/18 | A           | 4355.00      | KOF01, 4479, PO #6688 COMP STUDY 2018-PAYMEN |
| 05-18  | KUL01 (KADRI KULM)                 | 4-23-18H              | 04/30/18     | 05/30/18 | A           | 16.00        | KUL01, 4/23/18 PAPCO PRESENTATION PARKING RE |
|        |                                    | APR-2018H             | 04/19/18     | 05/19/18 | A           | 14.09        | KUL01, APR-18 TRAVEL REIMBURSE               |
|        |                                    | MAY-2018H             | 05/15/18     | 06/14/18 | A           | 92.53        | KUL01, MAY-2018 TRAVEL REIMBURSE             |
|        |                                    | MAY-18PERH            | 02/15/18     | 03/17/18 | A           | 270.00       | KUL01, MAY-18 APTA CONFERENCE PER DIEM       |
|        |                                    | Vendor's Total -----> |              |          |             | 392.62       |  |
| 05-18  | L&D01 (L&D PRINTING INC)           | 47795                 | 04/18/18     | 05/18/18 | A           | 277.67       | L&D01, 47795, PO #6680 FRAUD PROOF STICKERS  |
| 05-18  | LIV10 (LIVERMORE SANITATION INC)   | 990301                | 04/30/18     | 05/30/18 | A           | 2315.68      | LIV10, 990301, APR-18 GARBAGE SERVICE        |
| 05-18  | LIV13 (LIVERMORE-PLEASANTON)       | 917-2018              | 05/08/18     | 06/07/18 | A           | 3449.90      | LIV13, 1203-917-2018, 2018 ATLANTIS ANNUAL F |
|        |                                    | 223-71518             | 05/08/18     | 06/07/18 | A           | 5603.00      | LIV13, 223-715-2018, 2018 RUTAN ANNUAL FEE   |
|        |                                    | Vendor's Total -----> |              |          |             | 9052.90      |  |
| 05-18  | LYF01 (LYFT, INC)                  | 13334                 | 03/01/18     | 03/31/18 | A           | 1237.53      | LYF01, 13334, FEB-18 CODE:GODUBLIN           |
| 05-18  | MCC01 (TONY MCCAULAY)              | 0223-0510H            | 05/10/18     | 06/09/18 | A           | 159.94       | MCC01, TRAVEL REIMBURSE 2/23-5/10/18         |
| 05-18  | MER01 (MERCHANT SERVICES)          | TC043018H             | 04/30/18     | 05/30/18 | A           | 107.23       | MER01, APR-18 TRANSIT CENTER CC FEES         |
|        |                                    | MOA043018H            | 05/01/18     | 05/31/18 | A           | 115.31       | MER01, APR-18 MOA CC FEES                    |
|        |                                    | Vendor's Total -----> |              |          |             | 222.54       |  |
| 05-18  | MET01 (METROPOLITAN TRANSPORT-)    | AR017186              | 05/11/18     | 06/10/18 | A           | 13443.78     | MET01, AR017186, MAR-18 CLIPPER FEES         |
| 05-18  | MTM01 (MEDICAL TRANSPORTATION MANA | MAR-2018H             | 04/06/18     | 05/06/18 | A           | 122279.30    | MTM01, MAR-18 MONTHLY SERVICES               |
|        |                                    | MTM112106H            | 05/02/18     | 06/01/18 | A           | 2940.00      | MTM01, MT-112106, 4/18-5/1/18                |
|        |                                    | MTM112107H            | 05/16/18     | 06/15/18 | A           | 5638.50      | MTM01, MTM-112107, 5/2-5/16/18               |
|        |                                    | MTM112108H            | 05/31/18     | 06/30/18 | A           | 3398.50      | MTM01, MTM-112108, 5/17-5/30/18              |
|        |                                    | Vendor's Total -----> |              |          |             | 134256.30    |  |
| 05-18  | MVT01 (MV TRANSPORTATION, INC.)    | 82814H                | 05/04/18     | 06/03/18 | A           | 347235.80    | MVT01, 82814, MAY-18 1ST INSTALL PAYMENT     |
|        |                                    | 82815H                | 05/04/18     | 06/03/18 | A           | 347235.80    | MVT01, 82815, MAY-18 2ND INSTALL PAYMENT     |
|        |                                    | MAR-2018H             | 04/04/18     | 05/04/18 | A           | 82441.39     | MVT01, MAR-18 FIXED ROUTE SERVICES           |
|        |                                    | Vendor's Total -----> |              |          |             | 776912.99    |  |
| 05-18  | NAV01 (CHRISTY NAVARRO)            | MAY-2018H             | 05/03/18     | 06/02/18 | A           | 37.93        | NAV01, MAY-18 TRAVEL REIMBURSE               |
| 05-18  | NEL01 (NELSON\NYGAARD CONSULTING A | 72046H                | 05/07/18     | 06/06/18 | A           | 2272.75      | NEL01, 72046, APR-18 PROFESSIONAL SERVICES   |
|        |                                    | 72087H                | 05/12/18     | 06/11/18 | A           | 9048.75      | NEL01, 72087, APR-18 DUBLIN TRANSIT SERVICE  |
|        |                                    | Vendor's Total -----> |              |          |             | 11321.50     |  |



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| Period | Vendor # (Name)                    | Invoice Number        | Invoice Date | Due Date | Disc. Terms | Gross Amount | Description                                  |
|--------|------------------------------------|-----------------------|--------------|----------|-------------|--------------|--|
| 05-18  | OFF01 (OFFICE DEPOT)               | 396687001             | 05/11/18     | 06/10/18 | A           | 448.86       | OFF01, 137396687001, 5/11/18 OFFICE SUPPLIES |
|        |                                    | 396687002             | 05/23/18     | 06/22/18 | A           | 12.01        | OFF01, 137396687002, 5/10/18 OFFICE SUPPLIES |
|        |                                    | Vendor's Total -----> |              |          |             | 460.87       |  |
| 05-18  | PAC01 (AT&T )                      | ATT040718H            | 04/07/18     | 05/07/18 | A           | 33.12        | PAC01,ACCT #232-351-6260, CONTRACTOR FIRE 4/ |
|        |                                    | ATT041118H            | 04/11/18     | 05/11/18 | A           | 352.38       | PAC01,ACCT #436-951-0106, ATLANTIS T1 4/11-5 |
|        |                                    | ATT041318H            | 04/13/18     | 05/13/18 | A           | 178.16       | PAC01,ACCT #925-243-9029, ATLANTIS ALARM 4/1 |
|        |                                    | Vendor's Total -----> |              |          |             | 563.66       |  |
| 05-18  | PAC02 (PACIFIC GAS AND ELECTRIC)   | 580050118H            | 05/01/18     | 05/31/18 | A           | 5738.69      | PAC02, 5809326332-3, MOA ELECTRIC 3/30-4/30/ |
|        |                                    | 606042918H            | 04/29/18     | 05/29/18 | A           | 1784.74      | PAC02, 6062256368-6, ATLANTIS 3/29-4/27/18   |
|        |                                    | 726042018H            | 04/20/18     | 05/20/18 | A           | 558.56       | PAC02, 7264840356-5, RAPID BUS STOPS 3/21-4/ |
|        |                                    | 764041218H            | 04/12/18     | 05/12/18 | A           | 107.29       | PAC02, 7649646868-7, DOOLAN TWR 3/13-4/11/18 |
|        |                                    | 764051118H            | 05/11/18     | 06/10/18 | A           | 110.59       | PAC02, 7649646868-7, DOOLAN TWR 4/12-5/10/18 |
|        |                                    | 900041318H            | 04/13/18     | 05/13/18 | A           | 1468.59      | PAC02, 9007202117-4, MOA GAS 3/14-4/12/18    |
|        |                                    | 900051318H            | 05/13/18     | 06/12/18 | A           | 936.61       | PAC02, 9007202117-4, MOA GAS 4/13-5/11/18    |
|        |                                    | Vendor's Total -----> |              |          |             | 10705.07     |  |
| 05-18  | PAC11 (PACIFIC ENVIROMENTAL SERV)  | 1365                  | 05/07/18     | 06/06/18 | A           | 120.00       | PAC11, 1365, APR-18 RUTAN MONTHLY SERVICES   |
|        |                                    | 1366                  | 05/07/18     | 06/06/18 | A           | 120.00       | PAC11, 1366, APR-18 ATLANTIS MONTHLY SERVICE |
|        |                                    | Vendor's Total -----> |              |          |             | 240.00       |  |
| 05-18  | PAC16 (PACIFIC COAST TRANE)        | S90637                | 05/16/18     | 06/15/18 | A           | 520.00       | PAC16, S90637, PO #6758 RESETTING HVAC-RUTAN |
| 05-18  | PEN01 (JERRY PENTIN)               | APR-2018H             | 05/01/18     | 05/31/18 | A           | 100.00       | PEN01, APR-18 BOD STIPEND                    |
| 05-18  | PER01 (PERS )                      | 20180504CH            | 05/11/18     | 06/10/18 | A           | 3094.78      | PER01, PERS CLASSIC CONTRIBUTIONS 4/21-5/4/1 |
|        |                                    | 20180504NH            | 05/11/18     | 06/10/18 | A           | 3151.85      | PER01, PERS NEW CONTRIBUTIONS 4/21-5/4/18    |
|        |                                    | 20180518CH            | 05/24/18     | 06/23/18 | A           | 3094.78      | PER01, PERS CLASSIC CONTRIBUTIONS 5/5-5/18/1 |
|        |                                    | 20180518NH            | 05/24/18     | 06/23/18 | A           | 3151.85      | PER01, PERS NEW CONTRIBUTIONS 5/5-5/18/18    |
|        |                                    | Vendor's Total -----> |              |          |             | 12493.26     |  |
| 05-18  | PER03 (CAL PUB EMP RETIRE SYSTM)   | JUN-2018H             | 05/14/18     | 06/13/18 | A           | 35267.43     | PER03, JUN-18 HEALTH INSURANCE               |
| 05-18  | PER04 (CALPERS RETIREMENT SYSTEM)  | 20180504H             | 05/11/18     | 06/10/18 | A           | 788.06       | PER04, PERS 457 CONTRIBUTIONS 4/21-5/4/18    |
|        |                                    | 20180518H             | 05/24/18     | 06/23/18 | A           | 788.20       | PER04, PERS 457 CONTRIBUTIONS 5/5-5/18/18    |
|        |                                    | Vendor's Total -----> |              |          |             | 1576.26      |  |
| 05-18  | PLA02 (PLANETERIA MEDIA LLC)       | 15627                 | 05/15/18     | 06/14/18 | A           | 325.00       | PLA02, 15627, PO #6567 WEB HOSTING MAY-18    |
| 05-18  | PLE05 (PLEASANTON, CITY OF)        | 815                   | 05/03/18     | 06/02/18 | A           | 762.94       | PLE05, 815, APR-18 PARATRANSIT ASSESSMENT BI |
| 05-18  | PRE03 (PREMIER SECURITY SOLNS CO)  | 1802-260              | 02/27/18     | 03/29/18 | A           | 899.00       | PRE03, 1802-260, PO #6703 INSTALL WIRELESS P |
| 05-18  | QUE01 (QUENCH)                     | 1259902               | 06/01/18     | 07/01/18 | A           | 281.87       | QUE01, 1259902, PO #6616 DRIVER'S ROOM XSTRE |
| 05-18  | RHT01 (PRIME MECHANICAL SERVICE IN | 14112                 | 04/30/18     | 05/30/18 | A           | 243.00       | RHT01, 14112, ATLANTIS HVAC QTRLY MAINT FY18 |
|        |                                    | 14113                 | 04/30/18     | 05/30/18 | A           | 574.00       | RHT01, 14113, RUTAN HVAC QTRLY MAINT FY18    |
|        |                                    | Vendor's Total -----> |              |          |             | 817.00       |  |
| 05-18  | ROB01 (ROBERTSON AIR SYSTEM)       | PO #6665              | 05/14/18     | 06/13/18 | A           | 3880.00      | ROB01, PO #6665 REPAIRS-ATLANTIS VACCUM SYST |
| 05-18  | SAF01 (SAFETY-KLEEN SYSTEMS INC)   | 76671932              | 04/23/18     | 05/23/18 | A           | 2954.65      | SAF01, 76671932, PO #6701 BUSH WASH SUMP CLE |
| 05-18  | SCF01 (SC FUELS)                   | 3561131               | 04/19/18     | 05/19/18 | A           | 20109.86     | SCF01, 3561131, 4/19/18 FUEL DELIVERY        |
|        |                                    | 3573498               | 05/03/18     | 06/02/18 | A           | 20250.84     | SCF01, 3573498, 5/3/18 FUEL DELIVERY         |
|        |                                    | 3578702               | 05/09/18     | 06/08/18 | A           | 21090.31     | SCF01, 3578702, 5/9/18 FUEL DELIVERY         |
|        |                                    | 3593968               | 05/25/18     | 06/24/18 | A           | 21324.86     | SCF01, 3593968, 5/25/18 FUEL DELIVERY        |
|        |                                    | Vendor's Total -----> |              |          |             | 82775.87     |  |
| 05-18  | SHA02 (SHAMROCK OFFICE SOLUTIONS)  | 337895                | 04/24/18     | 05/24/18 | A           | 28.50        | SHA02, 337895, FRONT DESK PRINTER 3/30-4/29/ |
|        |                                    | 343155                | 05/23/18     | 06/22/18 | A           | 291.36       | SHA02, 343155, PO #6237 ANNUAL TC PRINTER/FA |
|        |                                    | 343313                | 05/24/18     | 06/23/18 | A           | 31.31        | SHA02, 343313, FRONT DESK PRINTER 4/30-5/29/ |
|        |                                    | Vendor's Total -----> |              |          |             | 351.17       |  |

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 RUN....: Jun 19 18 Time: 10:36  
 Run By.: Daniel Zepeda

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| Period | Vendor # (Name)                    | Invoice Number                      | Invoice Date                     | Due Date                         | Disc. Terms | Gross Amount                      | Description  |
|--------|------------------------------------|-------------------------------------|----------------------------------|----------------------------------|-------------|-----------------------------------|--|
| 05-18  | SHE01 (CYRUS SHEIK)                | MAY-2018H<br>MAY-18PERH             | 05/24/18<br>04/27/18             | 06/23/18<br>05/27/18             | A<br>A      | 13.00<br>64.00                    | SHE01, MAY-18 TRAVEL REIMBURSE<br>SHE01, MAY-18 CTA CONFERENCE PER DIEM  |
|        |                                    | Vendor's Total ----->               |                                  |                                  |             | 77.00                             |  |
| 05-18  | SHE05 (SHELL )                     | MAY-2018H                           | 05/06/18                         | 06/05/18                         | A           | 60.93                             | SHE05, MAY-18 CC STATEMENT   |
| 05-18  | SOL01 (SOLUTIONS FOR TRANSIT)      | 18-0505LA                           | 05/05/18                         | 06/04/18                         | A           | 2083.33                           | SOL01, 18-0505LAVTA, APR-18 CLIPPER ANALYSIS   |
| 05-18  | STA01 (STATE COMPENSATION FUND)    | JUN-2018H<br>MAY-2018H              | 05/21/18<br>04/23/18             | 06/20/18<br>05/23/18             | A<br>A      | 2141.67<br>2141.67                | STA01, JUN-18 WORKER'S COMP PREMIUM<br>STA01, MAY-18 WORKER'S COMP PREMIUM   |
|        |                                    | Vendor's Total ----->               |                                  |                                  |             | 4283.34                           |  |
| 05-18  | STA18 (JOSHUA STANLEY)             | 0906-0522H                          | 05/22/18                         | 06/21/18                         | A           | 230.32                            | STA18, SEPT-17 THRU MAY-18 MILEAGE REIMBURSE   |
| 05-18  | TAX07 (ASMA SYEDA)                 | 0409-0419H<br>0427-0507H            | 05/01/18<br>05/01/18             | 05/31/18<br>05/31/18             | A<br>A      | 46.96<br>54.00                    | TAX07, PARATAXI REIMBURSE 4/9-4/19/18<br>TAX07, PARATAXI REIMBURSE 4/27-5/7/18   |
|        |                                    | Vendor's Total ----->               |                                  |                                  |             | 100.96                            |  |
| 05-18  | TAX14 (KAREN ADAMS)                | 0411-0416H<br>0419-0505H            | 05/01/18<br>05/01/18             | 05/31/18<br>05/31/18             | A<br>A      | 74.59<br>46.33                    | TAX14, PARATAXI REIMBURSE 4/11-4/16/18<br>TAX14, PARATAXI REIMBURSE 4/19-5/5/18  |
|        |                                    | Vendor's Total ----->               |                                  |                                  |             | 120.92                            |  |
| 05-18  | TAX67 (CHRISTEL RAGER)             | 0402-0430H                          | 05/01/18                         | 05/31/18                         | A           | 183.60                            | TAX67, PARATAXI REIMBURSE 4/2-4/30/18  |
| 05-18  | TAX69 (GWENDOLYN BEAM)             | 3-21-18H                            | 05/01/18                         | 05/31/18                         | A           | 20.00                             | TAX69, PARATAXI REIMBURSE 3/21/18  |
| 05-18  | TAX71 (MARY RARIDON)               | 5-3-18                              | 05/17/18                         | 06/16/18                         | A           | 22.10                             | TAX71, PARATAXI REIMBURSE 5/3/18   |
| 05-18  | TAX72 (JUSTIN HART)                | 0401-0425H                          | 05/01/18                         | 05/31/18                         | A           | 198.90                            | TAX72, PARATAXI REIMBURSE 4/1-4/25/18  |
| 05-18  | TAX83 (JUDITH BAAR)                | 0416-0417                           | 05/17/18                         | 06/16/18                         | A           | 62.90                             | TAX83, PARATAXI REIMBURSE 4/16-4/17/18   |
| 05-18  | TAX99 (SAEED TIRMIZI)              | 0305-0414H                          | 05/01/18                         | 05/31/18                         | A           | 68.00                             | TAX99, PARATAXI REIMBURSE 3/5-4/14/18  |
| 05-18  | TEL01 (TPx COMMUNICATIONS)         | 102845357                           | 04/30/18                         | 05/30/18                         | A           | 2002.83                           | TEL01, 102845357-0, 5/1-5/31/18 SERVICE  |
| 05-18  | TES01 (TEST AMERICA LABORATORIES I | 72159900<br>72160033                | 03/07/18<br>03/12/18             | 04/06/18<br>04/11/18             | A<br>A      | 425.00<br>425.00                  | TES01, 72159900, 2/26/18 ATLANTIS WATER TEST<br>TES01, 72160033, 2/26/18 RUTAN WATER TESTING   |
|        |                                    | Vendor's Total ----->               |                                  |                                  |             | 850.00                            |  |
| 05-18  | TIC01 (DAVID TORRALBA)             | 5-2-18FB                            | 05/03/18                         | 06/02/18                         | A           | 32.00                             | TIC01, 5-2-18 FAREBUSTER REFUND-2 SHEETS   |
| 05-18  | TOL06 (TOLAR MFR CO INC)           | 12332<br>12508                      | 04/20/18<br>04/02/18             | 05/20/18<br>05/02/18             | A<br>A      | 40673.50<br>2026.79               | TOL06, 12332, PO #6556 SHELTER REPLACE-SF OU<br>TOL06, 12508, PO #6536 SHELTER REPLACEMENT P   |
|        |                                    | Vendor's Total ----->               |                                  |                                  |             | 42700.29                          |  |
| 05-18  | TRA12 (TRAPEZE SOFTWARE GROUP)     | MA0000529<br>TPMAG4002<br>TPMAG4003 | 05/14/18<br>04/28/18<br>04/28/18 | 06/13/18<br>05/28/18<br>05/28/18 | A<br>A<br>A | 130852.00<br>19934.00<br>11031.00 | TRA12, MA0000529, PO #6739 TRANSIT MASTER FY<br>TRA12, TPMAG4002, PO #6741 TRAPEZE FX-LITE F<br>TRA12, TPMAG04003, PO #6740 TRAPEZE FX-MON F |
|        |                                    | Vendor's Total ----->               |                                  |                                  |             | 161817.00                         |  |
| 05-18  | TRE01 (MICHAEL TREE)               | JAN-MAR18H<br>NOV-DEC17H            | 05/01/18<br>05/01/18             | 05/31/18<br>05/31/18             | A<br>A      | 582.61<br>183.29                  | TRE01, JAN-MAR 18 RAIL MILEAGE REIMBURSE<br>TRE01, NOV-DEC 17 RAIL MILEAGE REIMBURSE   |
|        |                                    | Vendor's Total ----->               |                                  |                                  |             | 765.90                            |  |
| 05-18  | TRI06 (TRI-VALLEY HOSE INC)        | 86883                               | 04/18/18                         | 05/18/18                         | A           | 14.64                             | TRI06, 86883, PO #6692 BUS WASH PARTS REPLAC   |
| 05-18  | TUR02 (RON TURLEY ASSOCIATES,INC)  | 52177                               | 05/01/18                         | 05/31/18                         | A           | 1454.75                           | TUR02, 52177, PO #6711 ANNUAL MAINTENANCE FY   |
| 05-18  | TX113 (RODGER RAGER)               | 0416-0426H                          | 05/01/18                         | 05/31/18                         | A           | 130.90                            | TX113, PARATAXI REIMBURSE 4/16-4/26/18   |

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| Period | Vendor # (Name)                 | Invoice<br>Number     | Invoice<br>Date | Due<br>Date | Disc.<br>Terms | Gross<br>Amount | Description                                  |
|--------|---------------------------------|-----------------------|-----------------|-------------|----------------|-----------------|--|
| 05-18  | TX128 (KATHY HANDEL)            | 0224-0412             | 05/03/18        | 06/02/18    | A              | 42.93           | TX128, PARATAXI REIMBURSE 2/24-4/12/18       |
| 05-18  | TX133 (SAROJA IYER)             | 0329-0425             | 05/03/18        | 06/02/18    | A              | 93.50           | TX133, PARATAXI REIMBURSE 3/29-4/25/18       |
| 05-18  | TX136 (VIRGINIA REID)           | 0309-0427             | 05/17/18        | 06/16/18    | A              | 161.08          | TX136, PARATAXI REIMBURSE 3/9-4/27/18        |
| 05-18  | TX137 (HIMATLAL R MEHTA)        | 0323-0509H            | 05/01/18        | 05/31/18    | A              | 141.81          | TX137, PARATAXI REIMBURSE 3/23-5/9/18        |
| 05-18  | TX138 (SUSAN ZAPPE)             | 0406-0507             | 05/17/18        | 06/16/18    | A              | 59.55           | TX138, PARATAXI REIMBURSE 4/6-5/7/18         |
| 05-18  | TX139 (ROBERT MONAGHAN)         | 0315-0512             | 05/31/18        | 06/30/18    | A              | 460.50          | TX139, PARATAXI REIMBURSE 3/15-5/12/18       |
| 05-18  | TX152 (ALBERTA PILLIOD)         | 0418-0419H            | 05/01/18        | 05/31/18    | A              | 40.00           | TX152, PARATAXI REIMBURSE 4/18-4/19/18       |
| 05-18  | TX162 (SANDRA LANGLOTZ)         | 0302-0506             | 05/31/18        | 06/30/18    | A              | 180.65          | TX162, PARATAXI REIMBURSE 3/2-5/6/18         |
| 05-18  | TX173 (ADELE WRIGHT)            | 0426-0523             | 05/31/18        | 06/30/18    | A              | 54.61           | TX173, PARATAXI REIMBURSE 4/26-5/23/18       |
| 05-18  | TX177 (MARILYN LANE)            | 0331-0428H            | 05/01/18        | 05/31/18    | A              | 92.65           | TX177, PARATAXI REIMBURSE 3/31-4/28/18       |
| 05-18  | TX183 (KEVIN PEHRSON)           | 0415-0422             | 05/17/18        | 06/16/18    | A              | 14.45           | TX183, PARATAXI REIMBURSE 4/15-4/22/18       |
| 05-18  | TX188 (ERHARD ZAPPE)            | 4-3-18                | 05/17/18        | 06/16/18    | A              | 20.00           | TX188, PARATAXI REIMBURSE 4/3/18             |
| 05-18  | TX192 (PATRICIA LOVELOCK)       | 0218-0301             | 05/03/18        | 06/02/18    | A              | 43.35           | TX192, PARATAXI REIMBURSE 2/18-3/1/18        |
| 05-18  | TX193 (CHERYL BOYDEN)           | 4-3-18                | 05/03/18        | 06/02/18    | A              | 30.00           | TX193, PARATAXI REIMBURSE 4/3/18             |
| 05-18  | TX194 (MARIAN TOSTE)            | 4-30-18               | 05/17/18        | 06/16/18    | A              | 18.91           | TX194, PARATAXI REIMBURSE 4/30/18            |
| 05-18  | VAL02 (VALLEY PLUMBING HOME)    | 125726                | 04/10/18        | 05/10/18    | A              | 447.00          | VAL02, 125726, PO #6702 BACKFLOW TESTING-ATL |
|        |                                 | 125728                | 04/10/18        | 05/10/18    | A              | 74.50           | VAL02, 125728, PO #6702 BACKFLOW TESTING-RAI |
|        |                                 | 125735                | 04/10/18        | 05/10/18    | A              | 74.50           | VAL02, 125735, PO #6702 BACKFLOW TESTING-RAI |
|        |                                 | 125736                | 04/10/18        | 05/10/18    | A              | 74.50           | VAL02, 125736, PO #6702 BACKFLOW TESTING-RUT |
|        |                                 | 125825                | 04/16/18        | 05/16/18    | A              | 1132.38         | VAL02, 125825, PO #6698 HYDRO JETTER RUTAN F |
|        |                                 | 125854                | 04/18/18        | 05/18/18    | A              | 191.32          | VAL02, 125854, PO #6697 RUTAN MECHANICS ROOM |
|        |                                 | 126233                | 05/08/18        | 06/07/18    | A              | 74.50           | VAL02, 126233, PO #6735 BACKFLOW TEST-RUTAN  |
|        |                                 | 126419                | 05/17/18        | 06/16/18    | A              | 154.50          | VAL02, 126419, PO #6747 DRIVER'S KITCHEN DRA |
|        |                                 | Vendor's Total -----> |                 |             |                | 2223.20         |  |
| 05-18  | VIC01 (VICTOR STANLEY)          | SI40039               | 05/02/18        | 06/01/18    | A              | 32812.32        | VIC01, SI40039, PO #6599 FURNITURE REPLACEME |
| 05-18  | WAG08 (ROBERT H WAGER CO., INC) | 76549                 | 04/22/18        | 05/22/18    | A              | 4436.81         | WAG08, 76549, PO #6681 WIRELESS OPACITY METE |
| 05-18  | YEA01 (JENNIFER YEAMANS)        | APR-2018H             | 04/27/18        | 05/27/18    | A              | 19.08           | YEA01, APR-18 TRAVEL REIMBURSE               |
|        |                                 | Total of Purchases -> |                 |             |                | 2471848.07      |  |

## **AGENDA**

### **ITEM 4 C**

## STAFF REPORT

SUBJECT: LAVTA Annual Salary Band Review

FROM: Tamara Edwards, Director of Finance

DATE: July 2, 2018

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### Action Requested

Approve the proposed Resolution 20-2018 resulting from the annual review of the LAVTA organization and of salary bands as required by the LAVTA Human Resources Policy.

### Background

LAVTA's Human Resources Policy states that "As part of the annual budget approval process, salary ranges will be established in accordance with procedures in the Human Resources Manual, which includes adherence to the Executive Director Compensation Policy and an annual salary survey for all established positions within the Authority." LAVTA also reviews the organization for any changes that have occurred over the last fiscal year or that are recommended to the Board for the next fiscal year. Last year, LAVTA's Board approved an adjustment to the salary bands for FY2018 based on the update to the salary survey conducted by a third party contractor, and last month changed the agency organizational chart.

### Discussion

#### *Organization Chart*

The proposed FY2019 budget that was presented to the Committee, and Board includes the positions as reflected in the attached organization chart adopted by the Board in June 2019, no additional changes to the organization chart are recommended at this time.

#### *Salary Bands*

A thorough compensation study conducted by the third part contractor was completed in 2014, with an update to the survey, including any adjustments subsequent to the study, was completed in 2015, 2016, 2017 and this year. These updates were made based on the same 11 comparator transit agencies.

Based on the update this year, there is no indication that salaries in the transit agency labor market have fluctuated enough to warrant more than a CPI-based increase in the salary bands (Table A. San Francisco-Oakland-San Jose, CA CPI-U bi-monthly and annual percent changes). Therefore, staff recommends 3.2% CPI increase in the salary bands in order to ensure that the bands stay competitive in the labor market. The changes are summarized below.

**Please note: Changes to the Salary Bands do not affect individual salaries which are increased based solely on performance and in accordance with the adopted budget.**

*Table of Proposed Monthly Salary Range Changes*

| <b>Band</b> | <b>Current FY2018<br/>Monthly Salary Range</b> |          | <b>Proposed FY2019<br/>Monthly Salary Range</b> |          |
|-------------|--|----------|---|----------|
| 1           | \$3,447  | \$4,827  | \$3,557   | \$4,981  |
| 2           | \$4,309  | \$6,033  | \$4,447   | \$6,226  |
| 3           | \$5,172  | \$7,241  | \$5,338   | \$7,473  |
| 4           | \$6,206  | \$8,688  | \$6,405   | \$8,966  |
| 5           | \$7,447  | \$10,426 | \$7,685   | \$10,760 |
| 6           | \$8,937  | \$12,510 | \$9,223   | \$12,910 |

### **Proposed Salary Band Ranges**

#### **Monthly Salary Ranges**

**Band 1** **\$3,557 - \$4,981**

Customer Service Representative

**Band 2** **\$4,447 - \$6,226**

Administrative Assistant

Customer Service Supervisor

**Band 3** **\$5,338 - \$7,473**

Paratransit Planning Specialist

Accounting Analyst

Marketing and Communications Specialist

**Band 4** **\$6,405 - \$8,966**

Senior Transit Planner

Senior Fleet & Technology Management Specialist

Senior Grants, and Management Specialist

**Band 5** **\$7,685 - \$10,760**

Manager of Customer Service and Contract Oversight

**Band 6** **\$9,223 - \$12,910**

Director of Finance

Director of Planning and Marketing

### **Budget Impact**

These Salary Band Ranges and the Organizational Chart are consistent with the proposed FY2019 operating budget.

**Recommendation**

The Finance and Administration Committee recommends that the Board of Directors approve attached Resolution 20-2018 adjusting the rates of salary bands for LAVTA employees.

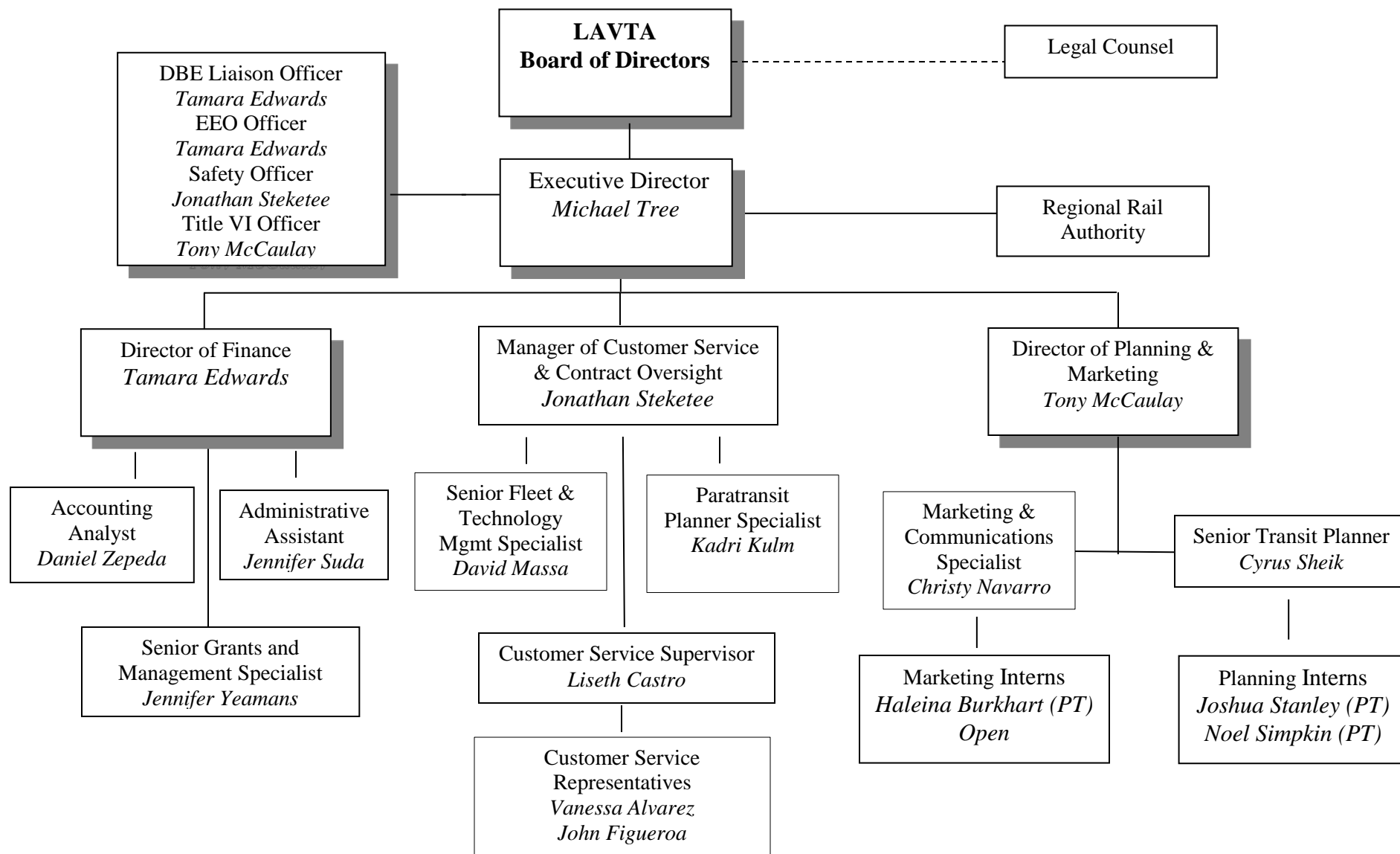
**Attachments:**

1. LAVTA Organization Chart
2. Resolution 20-2018 of the Board of Directors of the Livermore Amador Valley Transit Authority Establishing FY2019 Salary Bands

*Approved:* \_\_\_\_\_

# LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

## Organizational Chart





**RESOLUTION NO. 20-2018****RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY  
ESTABLISHING FY2019 SALARY BANDS**

**WHEREAS**, the Board of Directors of the Livermore Amador Valley Transit Authority adopted Resolution No. 26-2014, which established the current Human Resources Policy; and

**WHEREAS**, Section 4.2, Rates of Pay, of the Human Resources Policy requires an annual review of the Salary Ranges as part of the annual budget process; and

**WHEREAS**, it is desirable and necessary to revise the Salary Bands.

**NOW, THEREFORE, BE IT RESOLVED** that the Salary Bands for FY2019 are revised as follows:

**Salary Bands**

The following salary bands represent the categories of employment within the agency. Bands will be adjusted annually as part of the budget process. Periodically the Board of Directors may make additional one time adjustments to the bands based on market conditions, or other relevant factors indicating that the bands have become non-competitive. The Executive Director will have the authority to set salaries for positions within each band based on adopted budget constraints.

Monthly salary ranges as of July 1, 2018.

**Monthly Salary Ranges**

|               |                          |
|---------------|--------------------------|
| <u>Band 1</u> | <u>\$3,557 - \$4,981</u> |
|---------------|--------------------------|

Customer Service Representative

|               |                          |
|---------------|--------------------------|
| <u>Band 2</u> | <u>\$4,447 - \$6,226</u> |
|---------------|--------------------------|

Administrative Assistant

Customer Service Supervisor

|               |                          |
|---------------|--------------------------|
| <u>Band 3</u> | <u>\$5,338 - \$7,473</u> |
|---------------|--------------------------|

Paratransit Planning Specialist

Accounting Analyst

Marketing and Communications Specialist

|               |                          |
|---------------|--------------------------|
| <u>Band 4</u> | <u>\$6,405 - \$8,966</u> |
|---------------|--------------------------|

Senior Transit Planner

Senior Fleet & Technology Management Specialist  
Senior Grants, and Management Specialist

Band 5 \$7,685 - \$10,760

Manager of Customer Service and Contract Oversight

Band 6 \$9,223 - \$12,910

Director of Finance

Director of Planning and Marketing

**PASSED AND ADOPTED** this 2nd day of July, 2018.

\_\_\_\_\_  
Scott Haggerty, Chair

**ATTEST:**

\_\_\_\_\_  
Michael Tree, Executive Director

**Approved as to form:**

\_\_\_\_\_  
Michael Conneran, Legal Counsel

## **AGENDA**

### **ITEM 4D**

## STAFF REPORT

SUBJECT: Approve the Purchase of Six Non-revenue Vehicles

FROM: Tamara Edwards, Director of Finance

DATE: July 2, 2018

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### Action Requested

The Finance and Administration Committee recommends that the LAVTA Board of Directors approve the award of an Agreement between LAVTA and Downtown Ford, Inc., through a State of California competitively bid contract, to Downtown Ford Sales of Sacramento, Ca for the purchase of Three Ford Fusion Hybrids, Two Ford Transit Connect vehicles, and one Ford F-550 XL diesel truck chassis, in the amount of \$194,029.15, with an additional 10% contingency, and that the Board authorize the LAVTA Executive Director to finalize all details and execute said Agreement between LAVTA and Downtown Ford, Inc.

### Background

Staff has identified nine non-revenue vehicles past their useful lives. Additionally, staff was able to acquired FTA grant funding to pay for a large portion of these purchases. However, due to the inability to fulfill the FTA requirements in making these purchases Staff is working with the FTA and MTC to have those funds moved into another project and the local funds from that project can be used to make these vehicle purchases. This request is to award the purchase of six of these vehicles to Downtown Ford through the State of California contract. The other three vehicles require customization and will need to be procured separately.

### Discussion

The State of California awarded contracts to various responsive bidders, including Downtown Ford Sales, as a result of a competitive request for proposal for fleet vehicles. The contract with Downtown Ford Sales, Contract No,1-18-23-10A, is effective through April 30, 2020. Local government agencies are permitted to use this contract without any additional cost to the local agencies. Staff feels that purchasing the equipment from Downtown Ford Sales using the State of California contract is a cost-effective solution.

Downtown Ford Sales provided a price quote under the terms of the State of California contract with a total amount of \$194,029.15. \$83,438.62 for three Ford Fusion Sedans, \$57,029.83 for two Ford Transit Connect vehicles and \$53,560.70 for a Ford F-550XL truck chassis. Pricing includes vehicle options, applicable sales tax, and delivery fee. LAVTA's purchasing policy Chapter VII section C allows contracting with a vendor that was awarded an agreement by another public agency as the result of a competitive process.

**Fiscal Impact**

This project is included in the FY2019 capital budget approved by the Board of Directors.

**Next Steps**

Staff will create a purchase order for these six vehicles and place the order with Downtown Ford.

**Recommendation**

Finance and Administration Committee recommends the Board: (1) award a contract to Downtown Ford, Inc. through the State of California Contract for a total contract award of \$194,029.15; (2) authorize the Executive Director to sign the contract and issue; and (3) approve a 10% project contingency of \$19,402.92 to be used at the discretion of the Executive Director.

**Attachments:**

1. Resolution 21-2018

*Approved:* \_\_\_\_\_

**RESOLUTION NO. 21-2018**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY  
ALLOWING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT  
WITH DOWNTOWN FORD FOR THE PURCHASE OF SIX NON-REVENUE  
VEHICLES**

WHEREAS, the Livermore Amador Valley Transit Authority (LAVTA) has identified the need to purchase six non-revenue vehicles to continue the desired levels of serviced for fixed route operations; and

WHEREAS, LAVTA's purchasing policy chapter VII section C allows for the use of competitively bid pricing from another public agency; and

WHEREAS, the State of California awarded contracts to various bidders including Downtown Ford of Sacramento, under contract number 1-18-23-10A; and

WHEREAS, the purchase of these vehicles are included in the budget adopted for FY 2019; and

WHEREAS, staff recommends that the Board of Directors direct the Executive Director to enter into a contract with Downtown Ford for the purchase of three sedans, two transit connect vehicles, and one Ford F-550XL chassis not to exceed \$194,029.15;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors hereby awards the contract for six non-revenue vehicles to Downtown Ford through the State of California contract number 1-18-23-10A, for a not-to-exceed amount of \$194,029.15; and

BE IT FURTHER RESOLVED that the Executive Director is authorized to execute a contract with Downtown Ford., in a form approved by LAVTA's Legal Counsel; and

BE IT FURTHER RESOLVED that the Board of Directors authorizes the Executive Director to expend a 10% contingency amount not to exceed \$19,402.92.

PASSED AND ADOPTED this 2nd day of July 2018.

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Scott Haggerty, Chair

ATTEST:

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Michael Tree, Executive Director

APPROVED AS TO FORM:

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Michael Conneran, Legal Counsel

# **AGENDA**

## **ITEM 5**



## STAFF REPORT

SUBJECT: Establishing Standing Committees and Memberships

FROM: Michael Tree, Executive Director

DATE: July 2, 2018

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### **Action Requested**

Review and adopt standing committees, memberships, and officers to conduct LAVTA's official business.

### **Background**

At the June 2018 LAVTA Board meeting the Board elected Boardmember Scott Haggerty as Chair and Boardmember David Haubert as Vice Chair for fiscal year 2019. Per the agency's By-Laws, the Chair shall appoint the members and the Committee Chairs subject to Board approval.

### **Discussion**

Boardmembers have expressed their preferences for committee memberships and during the discussion will indicate their willingness to serve as Committee Chair or Vice-Chair. Recommendations are shown on the attached Resolution and should be confirmed.

These recommendations follow the Board's policy with respect to the appointment of Committee Chairs. The adopted policy is that the Chairs of the two standing committees be filled by the two jurisdictions who are not serving as Chair and Vice Chair of the Board. In this case, since Boardmember Haggerty and Boardmember Haubert are the new Chair and Vice Chair respectively, then the two committee chairs should be filled by Livermore and Pleasanton representatives.

### **Next Steps**

Upon Board approval, the new committee assignments will commence immediately.

### **Recommendation**

Staff recommends the Board confirm and approve Resolution 22-2018, establishing standing committees, memberships, and officers.

### **Attachments:**

1. Resolution 22-2018

*Submitted:* \_\_\_\_\_

**RESOLUTION NO. 22-2018**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LIVERMORE  
AMADOR VALLEY TRANSIT AUTHORITY ADOPTING COMMITTEE  
ASSIGNMENTS FOR FY19**

**WHEREAS**, the Board of Directors of the Livermore Amador Valley Transit Authority (LAVTA) has adopted By-Laws which specify how the Board will conduct its business; and

**WHEREAS**, the By-Laws state that the Board shall establish standing and special ad hoc committees as it deems necessary; and

**WHEREAS**, the By-Laws further state that the Chair shall appoint the members and the Chairs of committees subject to Board approval; and

**WHEREAS**, the Board has selected Scott Haggerty (County of Alameda) to be Chair and David Haubert (Dublin) to be Vice Chair for FY19; and

**WHEREAS**, the Board approved a two-committee structure at its July 2010 Board meeting, and the Chair has considered the committee assignments of the members of the Board.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF  
THE LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY:**

1. The standing committees of the Board shall be:
  - a. Finance and Administration Committee
  - b. Projects and Services Committee
2. The chairs of the two standing committees should be filled by the jurisdictions who are not serving as Chair and Vice Chair of the Board.
3. The Finance and Administration Committee shall be comprised of:
  - a. Jerry Pentin (Pleasanton), Chair
  - b. Janine Thalblum (Dublin), Vice Chair
  - c. Bob Coomber (Livermore)
4. The Projects and Services Committee shall be comprised of:
  - a. Steve Spedowski (Livermore), Chair
  - b. Karla Brown (Pleasanton), Vice Chair
  - c. Scott Haggerty (County of Alameda)
  - d. David Haubert (Dublin)
5. The Finance and Administration Committee shall meet on the fourth Tuesday of each month at 4:00 pm.

6. The Projects and Services Committee shall meet on the fourth Monday of each month at 4:00 pm.
7. To allow full participation by Board Members on the two standing committees, one or both Committees may have four members, which constitute a quorum of the Board. As a result, a Committee which has four members shall also be noticed as a "Committee of the Whole." In the event that a quorum of Board members is present, the Committees will automatically convert into a Committee of the Whole. Likewise, if there is no longer a quorum of the Committee of the Whole, then the Committee of the Whole will automatically convert back into the regular committee. The Chair of the Committee will also serve as Chair of the Committee of the Whole.

The agendas for each meeting of the Committee of four shall include the following footnote:

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

PASSED AND ADOPTED this 2nd day of July, 2018.

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Scott Haggerty, Chair

ATTEST:

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Michael Tree, Executive Director

## **AGENDA**

### **ITEM 6**

## STAFF REPORT

SUBJECT: Proposed Fare Policy Changes

FROM: Tony McCaulay, Director of Planning and Marketing  
Cyrus Sheik, Senior Transit Planner

DATE: July 2, 2018

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### Action Requested

It is recommended by the Projects and Services Committee and the Finance and Administration Committee that the Board of Directors direct staff to open a public comment and review period on proposed fare policy changes and to hold three public hearings, one each in Dublin, Pleasanton and Livermore in September 2018. After consideration of public input, a final staff recommendation will be brought to the Board of Directors in October with an anticipated implementation date of January 1, 2019.

### Background

In 2016, LAVTA launched a Fare Study, conducted by Nelson\Nygaard Consulting Associates Inc. The fare study included 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. Also in the review was a comparison with other Bay Area transit properties of similar size and operating conditions.

The study findings were presented to the Projects and Services Committee and the Finance and Administration Committee in May 2017 as an informational item. At that time, the committees expressed a desire to not make any changes and to instead revisit the fare policies at a later date.

Following this, Staff asked the Consultant to update the fare study with one additional scenario compared with the original report. In addition, new fareboxes are being deployed fleet-wide in the LAVTA system, which bring additional functionality enabling new fare options that weren't previously feasible, and which may help mitigate the impact of changes in fare rules.

### Discussion

The Fare Study used the following goals as key factors in the development of fare structure scenarios, which were then modeled for ridership and financial impact:

- Reviewing current fare pricing for different fare categories
- Determining distribution of ridership and utilization by fare category
- Aligning fare policies with Clipper's fare policy

- Studying current pass programs and evaluating pass and transfer policies, including inter-operator transfers

Following the Consultant's analysis, Staff reviewed the scenarios (some of which are combinable and some of which are mutually exclusive) with an eye toward the following objectives:

- Maximizing revenue without incurring a substantial loss in ridership
- Having a simple fare structure that easy for customers to understand
- Having fare policies and instruments that are consistent with a safe and timely bus operation

Based on the above and on the analysis from the Fare Study, Staff is proposing the following fare modifications:

**Eliminate transfers and replace with day pass.** Currently, upon depositing payment, LAVTA passengers receive a 2-hour window of unlimited boardings at no extra charge. This is primarily intended for transferring from one route to another, but may also be used for short roundtrip or trip-chaining purposes within the allotted time window.

The day pass is already available as a fare payment option for passengers using the Clipper Card and is priced at \$3.75 (\$1.75 senior/disabled/Medicare), which is less than the cost of two cash fares. Further, it applies automatically with the second boarding of the day and caps the daily fare at this amount. Staff's proposal would expand the access to the day pass, making it available for cash purchase at the farebox upon boarding, by issuing a magnetic-stripe card as fare medium for this purpose.

It is proposed that the current free two-hour transfer be discontinued and that the current Clipper day pass option priced at \$3.75 (\$1.75 senior/disabled/Medicare) be extended to also be available with a cash purchase onboard at the farebox.

**Eliminate 10-ride tickets and replace with a Youth Clipper Card fare at the same rate.** Currently, LAVTA sells its FareBuster-branded tickets in paper sheets of 10 tickets for \$16.00 for Adults and Youth. This fare type is popular with parents of students who ride to school because they can dispense them to their children on a day-to-day basis.

These tickets, however, cannot be accepted by the new fareboxes that the agency is deploying fleet-wide. As an interim solution, FareBuster tickets are collected manually into a pouch by the bus driver, who then turns it in at the end of the shift. This procedure is not ideal from a loss prevention and fraud perspective and needs to be discontinued.

Given this, it is proposed to discontinue the 10-ride FareBuster paper ticket and replace it with a \$1.60 (value equivalent to each individual FareBuster ticket) youth fare. This discounted fare would be available only on Clipper, and the youth fare discount would not apply to any other fare category, such as cash, the day pass cap or the monthly pass. Youth Clipper Cards are

available free of charge. During the Fall 2018 semester, LAVTA staff would work closely with area schools to assist students in the transition from Farebusters to Clipper Cards.

LAVTA also currently sells 10-ride tickets for Senior/Disabled/Medicare riders for \$10.00, which provides no discount compared to cash fare. It is proposed to discontinue selling these 10-ride tickets and encourage the transition to Clipper Card. Senior/Disabled Clipper Cards offer the incentive of the discounted Day Pass when two or more rides are taken in a day.

If this proposal is approved, 10-ride tickets would no longer be sold beginning December 31, 2018. Staff proposes that 10-ride tickets continue to be accepted through December 2020 to allow riders the opportunity to use previously purchased tickets. An education campaign would be implemented to remind passengers to use their remaining inventory.

**Raise monthly senior/disabled pass price to 50% of the full-fare monthly pass.** The monthly pass provides for unlimited rides on the buses of LAVTA and three of the other small East Bay-based operators of County Connection, WestCat, and Tri-Delta Transit. It is available as a flash pass by calendar month, as well as on the Clipper card for a rolling 31-day period that starts with the day of the first boarding.

Currently, the price for an unlimited-ride monthly regular Adult/Youth monthly pass is \$60.00, while the price for a Senior/Disabled/Medicare monthly pass is \$18.00 – a 70% discount over the regular price. This differs from LAVTA's other fare options, where the Senior/Disabled/Medicare discount is 50%.

In order to bring the pricing of the Senior/Disabled/Medicare monthly pass in line with the agency's other fare types (and common industry practice), it is proposed to gradually raise the price of the Senior/Disabled/Medicare monthly pass to 50% of the regular Adult/Youth pass. Recognizing that implementing this increase all at once would represent a significant increase and that many of the riders in this category are on fixed, limited incomes, it is proposed that this modification be implemented in annual steps as follows:

- Current - \$18.00
- Proposed January 1, 2019- \$22.00
- Proposed January 1, 2020 - \$26.00
- Proposed January 1, 2021 - \$30.00

**Raise the paratransit fare to be double that of the fixed-route fare.** Due to its nature of on-demand, curb-to-curb service, LAVTA's paratransit service is expensive to provide. Whereas the average subsidy in FY2017 per fixed-route passenger was \$7.66, the corresponding number for paratransit was \$27.40. The current fare on LAVTA's paratransit service is \$3.50.

As a recipient of Federal funds, LAVTA can charge no more than double the amount of the full fixed route fare on ADA Paratransit services. Based on the LAVTA's current full fixed route cash fare of \$2.00, the paratransit fare cap is \$4.00.

Given the high cost of providing the paratransit service, and to encourage the use of fixed routes, it is proposed that the paratransit fare be raised to \$4.00. Recognizing that many of the

riders in this category are on fixed, limited incomes, it is proposed that this increase be implemented in two steps:

Current - \$3.50

Proposed January 1, 2019 - \$3.75

Proposed January 1, 2020 - \$4.00

The table below summarizes the results from the modeling in terms of impact to revenue and ridership of the staff recommended fare policy modifications. This table is from the original Nelson/Nygaard report and the scenarios shown for potential modifications to the Senior/Disabled Monthly Pass reflect the impact of pricing options that were modified slightly in the final staff recommendation.

**Staff Recommendation Annual Ridership and Revenue Impacts**

|  | Change in Annual Ridership | Ridership Percent Change | Change in Annual Revenue | Revenue Percent Change |
|--|----------------------------|--------------------------|--------------------------|------------------------|
| Eliminate Transfers and Add Day Pass (\$3.75)  | -22,100                    | -1.3%                    | \$315,800                | 15.7%                  |
| Eliminate FareBuster Tickets and Add Day Pass  | -21,300                    | -1.3%                    | \$62,700                 | 3.1%                   |
| Modify Senior/Disabled Monthly Pass Price (\$20)   | -2,300                     | -0.1%                    | \$4,300                  | 0.2%                   |
| Modify Senior/Disabled Monthly Pass Price (\$25)   | -7,900                     | -0.5%                    | \$14,000                 | 0.7%                   |
| Modify Senior/Disabled Monthly Pass Price (\$30)   | -13,600                    | -0.8%                    | \$22,000                 | 1.1%                   |
| Paratransit Fare (\$4.00)  | -1,200                     | -2.3%                    | \$27,100                 | 11.7%                  |
| Year one impact: Eliminate Transfers, Add Day Pass (\$3.75/\$1.75), Eliminate FareBuster Tickets (except Youth), Modify Senior/Disabled Monthly Pass Price (\$22)            | -51,000                    | -3.1%                    | \$280,200                | 14.0%                  |
| Full implementation impact: Eliminate Transfers, Add Day Pass (\$3.75/\$1.75), Eliminate FareBuster Tickets (except Youth), Modify Senior/Disabled Monthly Pass Price (\$30) | -60,000                    | -3.6%                    | \$293,900                | 14.6%                  |

Note: In FY16, Wheels annual fixed-route ridership was 1,648,604, and passenger fare revenue was \$2,007,023.

## Next Steps

The Projects and Services Committee requested that staff share the proposed fare policy changes with the Wheels Accessible Advisory Committee prior to the public hearing dates. During the public comment and review period, LAVTA Staff will publish a notice regarding the nature of the proposed changes and the public comment process in the Pleasanton Weekly and The Independent.

Staff will also solicit passenger input via the following channels: a press release, signage on all buses and posts on the wheelsbus.com website.



**Recommendation**

It is recommended by the Projects and Services Committee and the Finance and Administration Committee that the Board of Directors direct staff to open a public comment and review period on proposed fare policy changes and to hold three public hearings, one each in Dublin, Pleasanton and Livermore in September 2018. After consideration of public input, a final staff recommendation will be brought to the Board of Directors in October with an anticipated implementation date of January 1, 2019.

**Attachments:**

1. Current and Proposed Fares
2. LAVTA Fare Study

*Approved:* \_\_\_\_\_

### Current and Proposed Fares

| <b>Fixed Route Single Ride Cash</b>                         | <b>Current Fare</b> | <b>Proposed Fare</b> |
|---|---------------------|----------------------|
| Adult – Ages 19 - 64  | \$2.00              | \$2.00               |
| Youth – Ages 6 - 18   | \$2.00              | \$2.00               |
| Senior – Ages 65 and over                                   | \$1.00              | \$1.00               |
| Disabled/Medicare – with ID                                 | \$1.00              | \$1.00               |
| Children – Under age 6 accompanied by fare paying passenger | FREE                | FREE                 |
| Eligible LAVTA employees/family members                     | FREE                | FREE                 |
|   |                     |                      |
| <b>Fixed Route Paper Pass Products</b>                      | <b>Current Fare</b> | <b>Proposed Fare</b> |
| Adult/Youth FareBuster 10-ride tickets                      | \$16.00             | discontinue          |
| Senior/Disabled/Medicare 10-ride tickets                    | \$10.00             | discontinue          |
| Transfers   | FREE                | discontinue          |
| Adult/Youth East Bay Monthly Pass                           | \$60.00             | \$60.00              |
| Senior/Disabled/Medicare Monthly Pass                       | \$18.00             | \$22.00*             |
|   |                     |                      |
| <b>Clipper Card Products</b>                                | <b>Current Fare</b> | <b>Proposed Fare</b> |
| Adult single ride   | \$2.00              | \$2.00               |
| Adult Day Pass (caps automatically)                         | \$3.75              | \$3.75               |
| Senior/Disabled/Medicare single ride                        | \$1.00              | \$1.00               |
| Senior/Disabled/Medicare Day Pass                           | \$1.75              | \$1.75               |
| Youth single ride   | \$2.00              | \$1.60               |
| Adult Monthly Pass (rolling 31 days)                        | \$60.00             | \$60.00              |
| Senior/Disabled/Medicare Monthly Pass                       | \$18.00             | \$22.00              |
|   |                     |                      |
| <b>Paratransit</b>  | <b>Current Fare</b> | <b>Proposed Fare</b> |
| Cash Fare   | \$3.50              | \$3.75**             |
| Companions accompanying passenger                           | \$3.50              | \$3.75**             |
| Paratransit 10-ride tickets                                 | \$35.00             | \$37.50***           |
|   |                     |                      |

\*Proposed to increase to \$26.00 January 2020 and \$30.00 January 2021

\*\*Proposed to increase to \$4.00 January 2020

\*\*\*Proposed to increase to \$40.00 January 2020



# LAVTA Fare Study

## Draft Report

May 2018

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# 1 INTRODUCTION

The Livermore Amador Valley Transit Authority (LAVTA) fare study is a comprehensive evaluation of LAVTA's existing fare structures and policies. The study offers an in-depth analysis of the current fare program, peer review of LAVTA's fare policies with other agencies, and evaluation of potential future fare alternatives. The fare study was conducted as part of LAVTA's Comprehensive Operations Analysis (COA), which aims to improve the effectiveness and efficiency of the existing LAVTA Wheels service as well as provide a roadmap for future service investments.

## GOALS AND OBJECTIVES

A comprehensive evaluation of LAVTA's existing fare structures and policies is opportune in light of this year's Clipper implementation, as well as the current COA study. Goals for the fare study include:

- **Reviewing current fare pricing for different fare categories.** Operating costs are increasing, while fares have remained the same for six years. A fresh look at fare structures and policies is worthwhile.
- **Determining distribution of ridership and utilization by fare category.** A clear understanding of how current transit riders are using the system by fare media is paramount to enhancing the transit experience.
- **Aligning fare policies with Clipper's fare policy.** With the implementation of Clipper to LAVTA and the East Bay transit group, there are opportunities to align policies with other major transit agencies to make transit in the Bay Area easier and more convenient for all riders.
- **Studying current pass programs and evaluating pass and transfer policies, including inter-operator transfers.** Opportunities exist to improve upon existing programs and policies.

These goals are used as a reference throughout the project and are key factors in the development of fare structure scenarios and policy recommendations.



## 2 SERVICE OVERVIEW

As of FY 2018, the LAVTA Wheels current fixed-route bus system includes a network of 14 routes serving the Dublin, Pleasanton, and Livermore area. Routes operate with headways ranging from 15 minutes to 60 minutes depending on the day and time period. Seven routes provide all day service and operate on weekends. Some routes operate only during peak times, while others operate from 4:30 a.m. to 1:00 a.m. LAVTA also operates 15 school-focused routes and Dial-A-Ride service in compliance with the Americans with Disabilities Act (ADA).

Service frequencies and spans for each route are shown in Figure 2-1, and Figure 2-2 shows LAVTA's systemwide routes effective as of February 12, 2018.

Figure 2-3 shows the service network with connecting agency routes as of FY 2016. Service is strongly oriented toward connections to BART service, including providing connections to the East and West Dublin/Pleasanton stations. Several routes also serve Altamont Corridor Express (ACE) stations, providing rail connections all the way to San Jose to the south and Stockton to the northeast. Several County Connection bus routes also serve the LAVTA service area in Dublin and Pleasanton, while LAVTA Route 70X serve Walnut Creek BART and Pleasant Hill BART in Contra Costa County.

### Route Categories

LAVTA's categories of routes as of FY 2018 are as follows:

- **Rapid:** *Route 10R and 30R. Rapid routes operate every 15 minutes on weekdays with timed connections to BART.*
- **Express:** *Route 20X, 70X, 580X. Regional Express service operates at 30-minute headways during peak periods. This is specifically a peak hours-only service to connect people to multiple BART stations in the service area.*
- **Local:** *Route 1, 2, 3, 8, 9, 11, 14, 15, 51, 53, and 54. Local routes serve smaller geographic areas and may operate with limited spans of service, with the exception of route 15, which operates regularly throughout the day.*
- **School:** *Route 501, 502, 503, 504, 601, 602, 603, 604, 605, 606, 607, 608, 609, 610, 611. School routes operate Monday through Friday and are intended to help area students get to and from school. Service is always open to the general public.*

## **SERVICE CHANGES**

LAVTA implemented service changes between 2016-2018, the most recent effective on February 12, 2018.

### **FY 2016 Changes**

- Route and schedule changes to majority of routes
- Elimination of Routes 8A, 8B, 9, 12, 12X, 51, 70XV, 401, 402, and 403
- Conversion of Route 10 to Route 10R, a new Rapid service
- Addition of Route 505

### **FY 2017 Changes**

- Running time modifications to multiple routes
- Route 1 midday frequency increase route extension to the new East County Hall of Justice
- Route 14 un-interlined from Route 1 and increases to Route 14 base frequency
- Added overflow capacity, modified alignment, and added trips to multiple school tripper routes
- Extended alignment and added PM trip on two Pleasanton School Tripper routes

### **Student Pass Pilot Program**

In FY 2017, LAVTA incorporated four new student transit passes as part of a pilot program to allow students at selected schools to ride Wheels for free, including the following:

- **Livermore Valley Charter Prep (LVCP):** LVCP's new High School Campus opened in August 2016 and is located on North Canyons in Livermore (on the new 30R). All LVCP students are able to ride Wheels by flashing their ID card when boarding the bus.
- **Las Positas College:** All students enrolled at Las Positas College are able to ride Wheels for free by flashing their student ID.
- **Livermore High School:** Some Livermore High School Students also have a bus pass. Those who have the pass have a sticker on their ID card that changes color each semester. For the fall semester, the sticker is Red with an expiration date 12/2016. Students flash their ID card when boarding the bus. If there is no sticker, they need to pay for their trip.
- **East Avenue Middle School:** Some East Avenue Middle School Students also have a bus pass. Similar to Livermore High School, those who have the pass have a sticker on their ID card that changes color each semester. Students flash their ID card when boarding the bus; if there is no sticker, they need to pay for their trip.

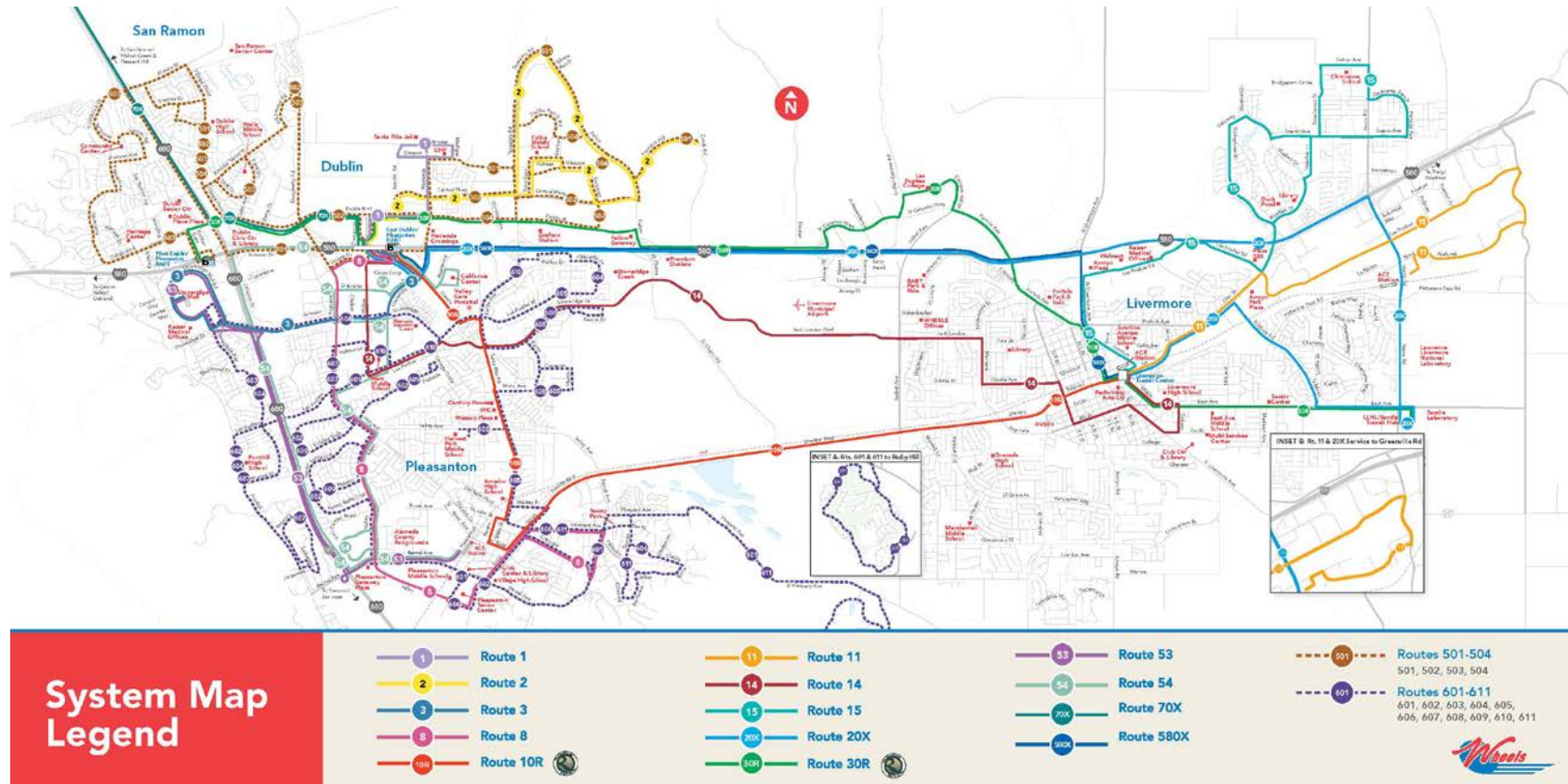
**LAVTA COA | FARE STUDY**  
Livermore Amador Valley Transit Authority

**Figure 2-1 Frequency and Span of Service by Route (Effective February 12, 2018)**

| Route      | Frequency of Service |        |       |          |        | Span of Service                                |                        |                        |
|------------|----------------------|--------|-------|----------|--------|--|------------------------|------------------------|
|            | AM                   | Midday | PM    | Saturday | Sunday | Weekday  | Saturday               | Sunday                 |
| Route 1    | 30                   | 30     | 30    | 30       | 30     | 6:03 a.m. – 8:33 p.m.                          | 7:40 a.m. – 8:40 p.m.  | 7:40 a.m. – 8:40 p.m.  |
| Route 2    | 60                   | -      | 60    | -        | -      | 6:18 a.m. – 8:33 a.m.<br>3:21 p.m. – 6:33 p.m. | -                      | -                      |
| Route 3    | 30                   | 30     | 30-60 | 40-60    | 40-60  | 6:35 a.m. – 12:41 a.m.                         | 8:22 a.m. – 12:40 a.m. | 8:22 a.m. – 12:40 a.m. |
| Route 8    | 30                   | 60     | 30    | 60       | 60     | 6:03 a.m. – 8:03 a.m.                          | 8:02 a.m. – 8:02 p.m.  | 8:02 a.m. – 8:02 p.m.  |
| Route 10R  | 15                   | 15     | 15-60 | 30-60    | 30-60  | 4:33 a.m. – 1:09 a.m.                          | 6:02 a.m. – 1:08 a.m.  | 6:02 a.m. – 1:08 a.m.  |
| Route 11   | 45-60                | -      | 60    | -        | -      | 6:08 a.m. – 8:32 a.m.<br>4:08 p.m. – 6:34 p.m. | -                      | -                      |
| Route 14   | 30                   | 45-60  | 30    | -        | -      | 6:23 a.m. – 9:23 p.m.                          | 7:51 a.m. – 9:02 a.m.  | 7:51 a.m. – 9:02 a.m.  |
| Route 15   | 30                   | 30     | 30-60 | 60       | 60     | 5:08 a.m. – 10:43 p.m.                         | 5:49 a.m. – 8:49 p.m.  | 5:49 a.m. – 8:49 p.m.  |
| Route 20X  | 60                   | -      | 60    | -        | -      | 7:33 a.m. – 8:33 a.m.<br>4:43 p.m. – 5:43 p.m. | -                      | -                      |
| Route 30R  | 15-30                | 15     | 15-60 | 30-60    | 30-60  | 5:02 a.m. – 11:45 p.m.                         | 5:09 a.m. – 11:49 p.m. | 5:09 a.m. – 11:49 p.m. |
| Route 51   | -                    | -      | 30    | -        | -      | 3:12 p.m. – 6:57 p.m.                          | -                      | -                      |
| Route 53   | 25-60                | -      | 60    | -        | -      | 5:33 a.m. – 8:26 a.m.<br>3:55 p.m. – 6:39 p.m. | -                      | -                      |
| Route 54   | 60                   | -      | 60    | -        | -      | 6:51 a.m. – 7:56 a.m.<br>3:48 p.m. – 5:18 p.m. | -                      | -                      |
| Route 70X  | 30                   | -      | 30    |          |        | 5:43 a.m. – 7:33 a.m.<br>4:03 p.m. – 6:33 p.m. | -                      | -                      |
| Route 580X | 30-60                | -      | 30-60 | -        | -      | 5:59 a.m. – 7:03 p.m.                          | -                      | -                      |

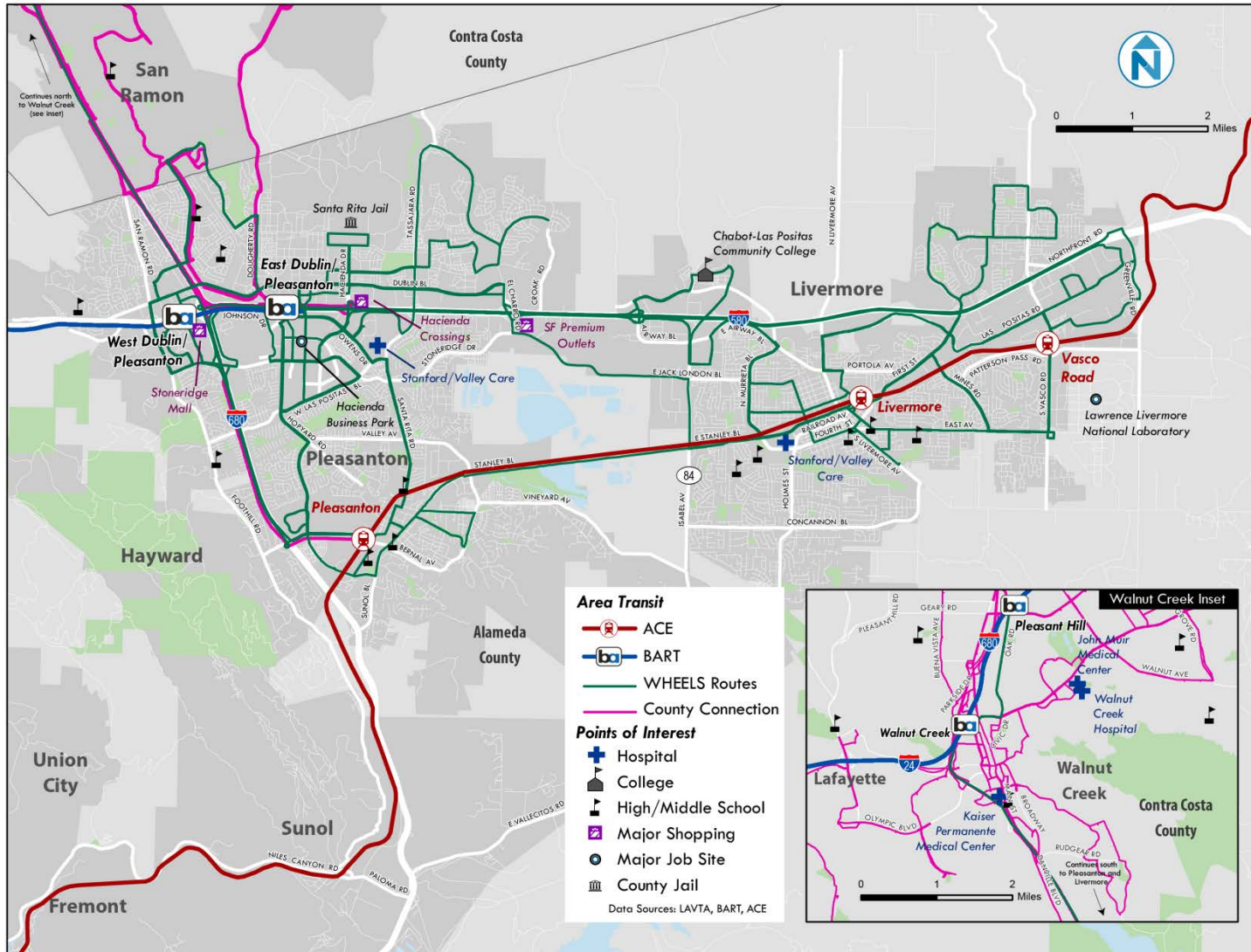
**LAVTA COA | FARE STUDY**  
Livermore Amador Valley Transit Authority

Figure 2-2 System Map (Effective February 12, 2018)



**LAVTA COA | FARE STUDY**  
Livermore Amador Valley Transit Authority

Figure 2-3 LAVTA Service Area Transit Service (FY 2016)





## 3 EXISTING FARE STRUCTURE

### FARE CATEGORIES

There are six main categories for Wheels fare products: adult, youth, children, senior citizens or disabled persons, Americans with Disabilities Act (ADA) certified persons for paratransit, and eligible employees and family members. Each is described below:

#### **Adult**

Adult fares are a full-fare category and do not require any additional identification beyond valid fare payment.

#### **Youth**

While LAVTA lists a youth fare for passengers between the ages of 6 and 18 as part of the overall fare structure, the fare is the same as the fare for adults and does not require additional identification beyond valid payment.

#### **Children**

Children under the age of 6 ride free with a paying adult.

#### **Senior Citizens/Disabled Persons**

Discounted fares are available to seniors (ages 65 and older), disabled persons, and Medicare recipients. To qualify for the Senior/Disabled fare, passengers must present one of the following:

- Valid Medicare card. Photo identification must be shown.
- DMV disabled license plate registration
- DMV disabled parking placard printout
- Regional Transit Connection (RTC) discount card, which allows reduced fare rides across all Bay Area transport systems. Individuals must apply to a central office for review. If eligible and application is approved, participants receive a RTC photo ID card within 21 days. The Bay Area Partnership Transit Coordination Committee (PTCC) administers the program.

#### **ADA-Certified Persons for Paratransit**

Wheels offers a Dial-A-Ride service that provides accessible door-to-door paratransit service for people with disabilities in Livermore, Dublin, Pleasanton, and surrounding unincorporated areas of Alameda County. The service is available wherever and whenever fixed-route service is

operating. As an exception, service is also provided to and from the San Ramon Medical Center if one end of the trip is in Livermore, Dublin, or Pleasanton.

A person must be eligible for paratransit under ADA to be eligible for Wheels Dial-A-Ride. A person can be found to be ADA paratransit eligible for some or all of their transit trips depending on the individual's specific condition(s). The guiding principle for paratransit eligibility is the inability to independently use the fixed-route transit due to a disability or health-related condition. Individuals must fill out an application with Wheels, and processing of eligibility occurs within 21 days. Once the individual is ADA-certified, the person may then reserve a paratransit trip one to seven days before the ride is needed.

### **Eligible Employees and Family Members**

LAVTA employees and contract employees, as well as eligible family members and dependents, are granted free rides on Wheels through a picture identification card and annual sticker showing eligibility. Picture IDs are issued upon date of hire for a period not to exceed one year. Annual stickers are issued to each employee and eligible dependent at the beginning of each fiscal year, which is July 1. In addition to LAVTA staff and dependents and contractor staff, Board Members and their dependents are eligible for an ID. Contractor dependents are not eligible for an ID until 90 days after the employee's hire date. Retirees of the agency are not eligible for the ID.<sup>1</sup>

Eligible family member or dependent is defined as a person who is claimed by the employee on their tax return, or a person who is covered on the employee's health benefits. If no tax return is filed and the employee does not elect health benefits, then a notarized statement documenting a dependent would be required.

Dial-A-Ride trips are free for LAVTA and contracted employees who are also eligible for participation in the ADA Paratransit program. These trips must be work related, and dependents are not eligible for complementary Dial-A-Ride trips.

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<sup>1</sup> Resolution No. 27-2015, "A Resolution for the Board of Directors of the Livermore Amador Valley Transit Authority Updating the Consolidated Fare Schedules and Transfer Agreements for Passengers."

## FARE PRODUCTS

Wheels offers several fare products by category. Figure 3-1 summarizes key products for single rides, passes, and paratransit. A detailed description of fare products, fare changes, and Clipper Card integration follows below.

Figure 3-1      Wheels Fare Products

| Fixed Route Single Ride Products  | Fare    |
|---|---------|
| Adults  | \$2.00  |
| Youths 6 years and over   | \$2.00  |
| Senior citizens age 65 and over   | \$1.00  |
| Disabled Persons or Americans with Disabilities Act (ADA) Certified persons (with RTC Card)     | \$1.00  |
| Children under age 6 when accompanied by a fare paying passenger                                | FREE    |
| Eligible employees and family members/dependents with applicable ID                             | FREE    |
| Fixed Route Pass Products   | Fare    |
| FareBuster 10-ride tickets<br>(Adults and Youths aged 6 through 18 Monthly 10 Ride Book/Script) | \$16.00 |
| East Bay Monthly Pass<br>(Regular Monthly (Calendar) Unlimited Rides Pass)                      | \$60.00 |
| Senior Monthly Pass<br>(Senior Citizens Monthly (Calendar) Unlimited Rides Pass)                | \$18.00 |
| Disabled Monthly Pass<br>(Disabled Persons Monthly (Calendar) Unlimited Rides Pass)             | \$18.00 |
| Dial-A-Ride Paratransit   | Fare    |
| Cash fare   | \$3.50  |
| Companions accompanying passenger   | \$3.50  |
| Dial-A-Ride 10 tickets  | \$35.00 |
| Personal Care Attendants (PCA) traveling with fare paying passenger                             | FREE    |

Source: LAVTA and Resolution No. 27-2015, "A Resolution for the Board of Directors of the Livermore Amador Valley Transit Authority Updating the Consolidated Fare Schedules and Transfer Agreements for Passengers"



## Single Rides




Single-ride cash fares are \$2 for adults or youth, and \$1 for senior citizens or disabled persons. Children under age 6 and eligible employees and family members can ride for free. Figure 3-2 summarizes single ride fares for fixed route service, and Figure 3-3 shows examples of special one-way ride tickets.

Figure 3-2 Single Ride Fares

| Single Ride Products  | Fare   |
|---|--------|
| Adults  | \$2.00 |
| Youths between ages 6 and 18  | \$2.00 |
| Senior Citizens age 65 and over   | \$1.00 |
| Disabled Persons or Americans with Disabilities Act (ADA) Certified persons (with RTC Card) | \$1.00 |
| Children under age 6 when accompanied by a fare paying passenger                            | FREE   |
| Eligible employees and family members/dependents with applicable ID                         | FREE   |

Source: Resolution No. 27-2015, "A Resolution for the Board of Directors of the Livermore Amador Valley Transit Authority Updating the Consolidated Fare Schedules and Transfer Agreements for Passengers"

Figure 3-3 One-Way Ride Tickets

| Senior/Disabled Ticket   | Promotional Ticket   | FareBuster Ticket  |
|--|--|--|
|   |   |                                     |
| <ul style="list-style-type: none"> <li>▪ \$1 ticket used by seniors or disabled, used with proof of age or disability</li> <li>▪ Not valid on Dial-A-Ride</li> </ul> | <ul style="list-style-type: none"> <li>▪ "Free Ride" Tickets are given as a courtesy for complaints and marketing campaigns</li> <li>▪ Rides must be used prior to expiration date stamped in the middle.</li> </ul> | <ul style="list-style-type: none"> <li>▪ Example of individual FareBuster ticket bought in a ride book/script</li> </ul> |

Source: LAVTA (2016)

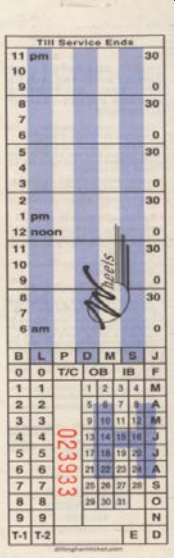
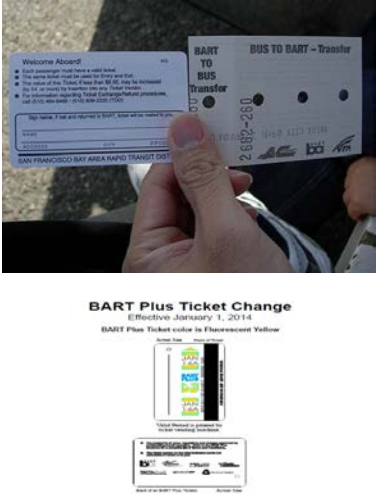

## Transfers

There are more than two dozen transit agencies that serve the San Francisco Bay Area. As such, several trips that begin or end with Wheels may require transfers. The following agencies have reciprocal agreements with LAVTA:

- **City of Pleasanton, Downtown Pleasanton Route (DTR).** Transfer to and from Wheels is free.
- **County Connection (CCCTA).** Transfer to and from Wheels is free within a two hour period of boarding.
- **San Joaquin Regional Rail Commission (SJRRRC) aka Altamont Corridor Express (ACE).** Transfer to Wheels is free. No discount is available from Wheels service.
- **Bay Area Rapid Transit (BART).** \$1 transfer from BART to Wheels. No discount is available from Wheels service.
- **East Bay Paratransit.** Free interagency paratransit transfers to Wheels service. Free interagency paratransit transfers are not available from Wheels service.
- **County Connection Links.** Free interagency paratransit transfers to and from Wheels.

Transfers among different Wheels routes are also free within two hours from the time of fare payment. With the integration of Clipper—the Bay Area’s transit smart card—on Wheels service and other East Bay providers, transfers are expected to be easier and more seamless for the rider. With a Clipper card, only one transfer will be allowed within a two-hour window. Figure 3-4 provides more detail about local transfers.

**Figure 3-4      Wheels Transfers**

| County Connection   | BART  | ACE   |
|---|---|---|
|  <p><b>THIS TRANSFER IS SUBJECT TO THE RULES OF THE LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY</b></p> <ul style="list-style-type: none"> <li>Transfers must be requested by the passenger at the time of boarding.</li> <li>Transfers will be honored only on the day issued and are valid on any Wheels fixed route bus within two (2) hours after boarding.</li> <li>Wheels accepts County Connection transfers with no additional fare.</li> <li>BART transfers require an additional \$1.00 fare.</li> <li>No transfers to the BART system.</li> <li>Transfers are void if improperly used, and will not be accepted if ripped, mutilated, torn or if the information is not readable.</li> <li>Transfers may not be shared with another passenger.</li> </ul> <p><b>Política de Tráspados</b></p> <ul style="list-style-type: none"> <li>Los tráspados deben ser solicitados por el pasajero al abordar el autobús.</li> <li>Los tráspados son sólo válidos el día en que fueron y son aceptados en cualquiera de las rutas fijas de los autobuses Wheels durante dos (2) horas después de abordar el autobús.</li> <li>Wheels acepta tráspados de County Connection y no cobra una tarifa adicional.</li> <li>Los tráspados de BART requieren una tarifa de \$1.00 adicionales.</li> <li>No hay tráspados hacia el sistema de BART.</li> <li>Los tráspados serán anulados si se usan incorrectamente. Los tráspados no serán aceptados si están arrugados, mutilados o rotos o si no se puede leer la información.</li> <li>Los tráspados no pueden ser compartidos con otro pasajero.</li> </ul> <p><b>THANK YOU FOR RIDING WHEELS</b><br/>455-7500<br/>www.wheelsbus.com<br/>dl@hghumoticket.com</p> |  <p><b>BART TO BUSES Transfer</b></p> <p><b>BART Plus Ticket Change</b><br/>Effective January 1, 2014<br/>BART Plus Ticket color is Fluorescent Yellow</p> |    |
| <ul style="list-style-type: none"> <li>Free transfer to and from County Connection</li> <li>Transfers are given only when paid fare has been received.</li> <li>Transfers may be retained for a two-hour window. When two hours has expired, another fare must be paid to ride.</li> <li>Transfers are not given to yearly or monthly pass holders, only to East Bay Value monthly pass holders.</li> </ul>   | <ul style="list-style-type: none"> <li>\$1 transfer from BART to Wheels</li> <li>May be obtained at vending machines at foot of escalators at BART stations</li> </ul>  | <ul style="list-style-type: none"> <li>Free transfer from ACE to Wheels</li> <li>ACE tickets come in variety of colors and corridor pricings.</li> <li>ACE tickets must be validated in order to transfer to Wheels. Ticket validating machines are located at all ACE stations.</li> <li>Tickets are only valid for current day and are accepted as general fare.</li> </ul> |

Source: LAVTA (2016)

## Pass Products

LAVTA offers numerous transit pass options including multiple-ride and unlimited-ride products. Figure 3-5 summarizes current paper pass products through FY 2016 and future pass products available with the integration of Clipper. Figure 3-6 provides additional details on current paper pass offerings.

Figure 3-5 Pass Products Summary

|                     | Pass Products   | Fare    |
|---------------------|---|---------|
| Paper Passes        | FareBuster 10-ride tickets<br>(Adults and Youths aged 6 through 18 Monthly 10 Ride Book/Script) | \$16.00 |
|                     | East Bay Monthly Pass<br>(Regular Monthly (Calendar) Unlimited Rides Pass)                      | \$60.00 |
|                     | Senior Monthly Pass<br>(Senior Citizens Monthly (Calendar) Unlimited Rides Pass)                | \$18.00 |
|                     | Disabled Monthly Pass<br>(Disabled Persons Monthly (Calendar) Unlimited Rides Pass)             | \$18.00 |
| Clipper Card passes | Regular Monthly (Rolling 31 Day) Unlimited Rides Pass   | \$60.00 |
|                     | Senior Citizens Monthly (Rolling 31 Day) Unlimited Rides Pass                                   | \$18.00 |
|                     | Disabled Persons Monthly (Rolling 31 Day) Unlimited Rides Pass                                  | \$18.00 |
|                     | Day Pass Accumulator Regular  | \$3.75  |
|                     | Day Pass Accumulator Senior/Disabled  | \$1.75  |

Source: Resolution No. 27-2015, "A Resolution for the Board of Directors of the Livermore Amador Valley Transit Authority Updating the Consolidated Fare Schedules and Transfer Agreements for Passengers"




In addition to official pass products offered by LAVTA and Clipper, LAVTA accepts BART Plus<sup>2</sup> tickets, BART's "flash pass" for area transit operators. The BART Plus ticket is good on BART, Wheels, County Connection, Rio Vista Delta Breeze, Tri Delta Transit, Union City Transit, and WestCAT. The BART Plus ticket comes in eight different denominations, and includes stored BART value along with unlimited local bus rides for the various agencies. BART Plus tickets range from \$43 to \$76, with stored BART values ranging from \$15 to \$50.

The BART Plus ticket works in the BART fare gate like a regular ticket and is valid for a half month period as a "flash pass" to bus operators, where ticket holders are granted unlimited local bus rides during a half month period. BART Plus ticket Part A covers the first half of the month (21st to 5th of the month), while Part B covers the second half of the month (6th to 20th of the month).

The BART Plus ticket is valid on all Wheels routes. Restrictions may apply for the other agencies. BART Plus tickets may only be purchased from ticket vending machines at the following BART stations: Concord, Dublin/Pleasanton, El Cerrito del Norte, Lafayette, North Concord, Orinda, Pittsburg/Bay Point, Pleasant Hill, Union City, Walnut Creek, and West Dublin/Pleasanton.

<sup>2</sup> BART Plus was eliminated on Dec 31, 2015

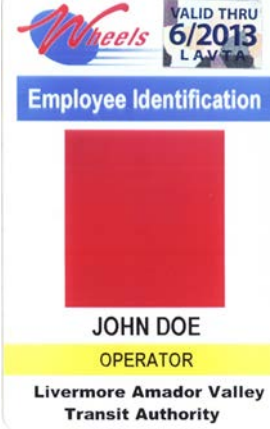

Figure 3-6 Paper Passes – Monthly Unlimited Ride Passes

| East Bay Monthly Pass  | Senior Monthly Pass   | Disabled Monthly Pass   |
|--|---|---|
|  <p>The East Bay Value Pass is a green and blue card. It features the 'EAST BAY' logo, 'Wheels' logo, 'The County Connection' logo, 'TRI DELTA TRANSIT' logo, and 'WESTCAT' logo. It has a calendar grid for months JAN through DEC and years 2009, 2010, and 2011.</p>   |  <p>The Senior Monthly Pass is a blue and white card. It features the 'Wheels' logo, 'SENIOR MONTHLY PASS' text, a photo of a bus, and a calendar grid for months JAN through DEC and years 2008, 2009, and 2010. The card number 001400 is visible.</p>                |  <p>The Disabled Monthly Pass is a red and white card. It features the 'Wheels' logo, 'DISABLED MONTHLY PASS' text, a photo of a bus, and a calendar grid for months JAN through DEC and years 2008, 2009, and 2010. The card number 001000 is visible.</p>  |
| <ul style="list-style-type: none"> <li>▪ \$60</li> <li>▪ Pass is used for general fare.</li> <li>▪ Pass can be used on all East Bay group agencies – Wheels, County Connection, Tri Delta Transit, and WestCat.</li> <li>▪ Pass must have the correct month and year punched, and is invalid if punched more than twice.</li> <li>▪ Pass is valid from 1<sup>st</sup> of the current month until end of month</li> </ul> | <ul style="list-style-type: none"> <li>▪ \$18</li> <li>▪ Must be 65 years or older</li> <li>▪ Pass must have the correct month and year punched, and is invalid if punched more than twice.</li> <li>▪ Pass is valid from 1<sup>st</sup> of the current month until end of month</li> <li>▪ 3-day grace period is given to purchase a new pass</li> </ul> | <ul style="list-style-type: none"> <li>▪ \$18</li> <li>▪ Must show proof of disability to use (Dial-A-Ride ID card, RTC card, physician's letter, DMV placard, etc.)</li> <li>▪ Pass must have the correct month and year punched, and is invalid if punched more than twice.</li> <li>▪ Pass is valid from 1<sup>st</sup> of the current month until end of month</li> <li>▪ 3-day grace period is given to purchase a new pass</li> </ul> |

Source: LAVTA (2016)

In addition to the pass products offered to the public, LAVTA offers annual unlimited ride passes to eligible employees and family members. Employees of LAVTA and MV Transportation, which operates the fixed-route services, receive unlimited rides. Additionally, members of the Wheels Accessible Advisory Committee (WAAC) and the Ambassador Program receive a pass. Figure 3-7 shows the annual unlimited ride passes issued to eligible employees and members.

Figure 3-7 Annual Unlimited Ride Passes

| MV/LAVTA Pass   | WAAC/Ambassador Pass   |
|---|--|
|  <p>The image shows an employee identification pass for John Doe. At the top left is the 'Wheels' logo. To its right is a small rectangular sticker that says 'VALID THRU 6/2013' and 'LAVTA'. Below the logo is a blue box with the text 'Employee Identification'. Underneath that is a large red square, presumably a placeholder for a photo. Below the red square, the name 'JOHN DOE' is printed in bold, followed by 'OPERATOR' on a yellow background. At the bottom, it says 'Livermore Amador Valley Transit Authority'.</p> |  <p>The image shows a WAAC member pass for Jane Doe. It features the 'Wheels' logo on the left. To the right of the logo is a red box with the text 'WAAC MEMBER'. Below the logo is a photo of Jane Doe. To the right of the photo, the name 'JANE DOE' is printed. Below the photo is a blue box with the text 'Expiration Date: 06/30/2011'. At the bottom left of the pass is the number '01000126'.</p> |

Source: LAVTA (2015)

## Dial-a-Ride Paratransit Service

LAVTA offers Wheels Dial-A-Ride, a door-to-door shared ride transportation service for ADA paratransit eligible passengers. Dial-A-Ride service operates during the same days and hours as Wheels fixed route service—weekdays from 4:30 a.m. to 1:30 a.m. and weekends from 5:00 a.m. to 1:30 a.m. Figure 3-8 details fares for paratransit rides.

Figure 3-8 Dial-A-Ride Paratransit Fares

| Dial-A-Ride Paratransit   | Fare    |
|---|---------|
| Cash fare   | \$3.50  |
| Companions accompanying passenger   | \$3.50  |
| Dial-A-Ride 10 tickets  | \$35.00 |
| Inbound (Wheels receiving) interagency transfers from County Connection Links or East Bay Paratransit | FREE    |
| Personal Care Attendants (PCA) traveling with fare paying passenger                                   | FREE    |

Source: LAVTA (2016)

Customers may reserve a ride one to seven days before the ride is needed. Reservations are taken seven days a week from 8:30 a.m. to 5:00 p.m. Passengers are given an approximate 30-minute pick-up window time. For repeated trips, passengers may set a standing order, which is an ongoing reservation for a trip that has the same starting and ending location and the same pick-up day and time.

Wheels Dial-A-Ride coordinates trips with East Bay Paratransit and County Connection LINK. The designated transfer point between Dial-A-Ride and neighboring paratransit services is the East Dublin/Pleasanton BART station. When Dial-A-Ride receives a passenger from East Bay Paratransit or County Connection LINK, a fare is not collected for the second part of the trip.

## Fare Changes

Fares have not changed in approximately six years, while operating costs are increasing. The implementation of Clipper on Wheels and the East Bay group in 2015 accounts for the most significant fare change in recent history. Most notably, LAVTA is introducing the day pass accumulator, a new fare media that is only available through the use of the Clipper card. LAVTA currently does not have a day pass, unlike its peers WestCat and Tri Delta. Current fareboxes on Wheels do not have the ability to print day passes.

The Clipper Day Pass Accumulator acts as an unlimited day pass, where Wheels riders pay a maximum of \$3.75 per day. For example, riders who ride on Wheels and use Clipper would get \$2 deducted on their first trip. On their return trip, they would get \$1.75 deducted instead of \$2 regular fare because the maximum of \$3.75 has been reached. In other words, adult and youth passengers may make unlimited local bus trips for \$3.75 per day; seniors and disabled passengers pay a maximum of \$1.75 per day.

## Fare Distribution

Fare media is distributed throughout the Wheels service area. Figure 3-9 details current locations where different fare media are sold.

As of November 2015, Clipper is sold at Wheels Administrative Offices, Livermore Transit Center, Whole Foods in Dublin (5200 Dublin Boulevard), Walgreens in Livermore (1620 First Street), Walgreens in Pleasanton (1763 Santa Rita Road), and BART stations in the LAVTA service area. Clipper can also be purchased at many retail locations in the Bay Area, as well as online.

Figure 3-9 Fare Media Outlets

|  | Location  | FareBuster | East Bay Value Pass | Senior Monthly Pass | Disabled Monthly Pass | Senior/Disabled Single Ticket | Dial-A-Ride Ticket |
|--|---|------------|---------------------|---------------------|-----------------------|-------------------------------|--------------------|
| D<br>u<br>b<br>l<br>i<br>n                     | Safeway Market (7499 Dublin Boulevard)                                  | X          | X                   | X                   | X                     |                               | X                  |
|  | Safeway Market (4440 Tassajara Road)                                    | X          | X                   | X                   | X                     |                               |                    |
|  | Wells Middle School (6800 Penn Street)                                  | X          |                     |                     |                       |                               |                    |
| L<br>i<br>v<br>e<br>r<br>m<br>o<br>r<br>e      | Wheels Administrative Offices (1362 Rutan Drive, Ste 100)               | X          | X                   | X                   | X                     | X                             | X                  |
|  | Livermore Transit Center (2500 Railroad Avenue)                         | X          | X                   | X                   | X                     | X                             | X                  |
|  | Contreras Market (861 Rincon Avenue)                                    | X          |                     |                     |                       |                               |                    |
|  | Hidalgo Little Market (106 North K Street)                              | X          |                     |                     |                       |                               |                    |
|  | Lucky Market (2000 Portola Avenue)                                      | X          | X                   |                     |                       |                               |                    |
|  | Las Positas College Book Store  | X          |                     |                     |                       |                               |                    |
|  | Livermore City Hall (1110 S Livermore Avenue)                           | X          | X                   | X                   | X                     |                               |                    |
|  | Livermore Senior Center (inside the Community Center; 4444 East Avenue) |            |                     |                     |                       |                               | X                  |
|  | Safeway Market (Livermore Arcade Shopping Center, 1554 First Street)    | X          | X                   | X                   | X                     |                               |                    |
|  | Safeway Market Place (4495 First Street)                                | X          |                     | X                   | X                     |                               |                    |
| P<br>l<br>e<br>a<br>s<br>a<br>n<br>t<br>o<br>n | Lucky Market (Las Positas Boulevard/Hopyard Road)                       | X          | X                   |                     |                       |                               |                    |
|  | Pleasanton Senior Center (5353 Sunol Boulevard)                         | X          | X                   | X                   | X                     | X                             | X                  |
|  | Safeway Market (1701 Santa Rita Road)                                   | X          | X                   | X                   | X                     |                               |                    |
|  | Safeway Market (6790 Bernal Avenue)                                     | X          | X                   | X                   | X                     |                               |                    |

Source: Wheels Ticket Outlets <http://www.wheelsbus.com/index.aspx?page=55>; accessed October 9, 2015.



## Fare Programs and Promotions

### ECO Pass<sup>3</sup>

An ECO Pass is offered to employees within the Hacienda Business Park, or residents who live in one of the Hacienda residential communities (Anton Hacienda, Avila, Park Hacienda, Siena, or Verona). The ECO Pass is issued as an annual flash pass sticker and valid for unlimited rides on Wheels service. Photo identification for verification may be required.

Established in 1989 and funded by Hacienda, the ECO Pass represents an excellent longstanding public-private partnership. In 2015, Wheels Bus and Hacienda recognized more than 5 million passenger trips utilizing the free ECO Pass program.

### Ambassador Program<sup>4</sup>

Since 2007, LAVTA offers an “Ambassador Program” to train helpers to assist others in learning how to travel and understand the routes, maps, and all fixed route service on Wheels. Trainers help promote public transit and support other passengers, giving them the best travel options to suit their needs. The Ambassador Program recruits two high school students from each Dublin, Pleasanton, and Livermore high school, and targets helping students navigate the Wheels system.

Participants attend a minimum two hour classroom training, two hours of onboard training, and one hour of staff observation at the transit center. Ambassadors work with at least 8 new riders each year, and spend at least one hour a month on board buses talking to passengers and offering assistance. In return for the service, ambassadors are granted a yearly pass valued at \$720.

### Class Program<sup>5</sup>

LAVTA offers a Wheels class pass program, which offers a free bus ride for up to 25 passengers, including children, teachers, and adult supervisors from a school to any Tri-Valley destinations that Wheels currently serves. Teachers may request up to two (2) class passes per school year.

### Try Transit to School Promotion<sup>6</sup>

Since 2000, Wheels offers a special promotion during the beginning of the school year to encourage middle and high school students to ride transit. The “Try Transit to School” promotion ran September 7-18 in 2015 and allowed students to ride Wheels to and from school and other destinations for free. During the promotion, Wheels carried approximately 400 more students per day on their school routes, for a total daily ridership of 1,600 students.

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<sup>3</sup> Details about the Hacienda Business Park and ECO Pass program eligibility available online: <http://www.hacienda.org/form/details/wheels%20eco%20pass>; accessed October 12, 2015.

<sup>4</sup> Ambassador program overview and application available online: <http://wheelsbus.com/index.aspx?page=267>; accessed October 12, 2015.

<sup>5</sup> Resolution No. 27-2015, “A Resolution for the Board of Directors of the Livermore Amador Valley Transit Authority Updating the Consolidated Fare Schedules and Transfer Agreements for Passengers.”

<sup>6</sup> Try Transit to School Promotion information available online: <http://wheelsbus.com/index.aspx?recordid=243&page=33>; accessed October 12, 2015.

## FARE TECHNOLOGY

### Fareboxes

LAVTA currently uses the SPX Genfare GFI CENTSaBill farebox. In the future, LAVTA is looking at updating its fareboxes to have both a magnetic TRiM reader and WiFi.

### Clipper Card Integration

Public transit in the San Francisco Bay Area is arguably the most complex in the United States, with more than two dozen unique transit agencies serving the area. Clipper is the all-in-one transit smart card that allows ease of payment and supports transfers across multiple Bay Area agencies. Clipper is overseen and sponsored by Metropolitan Transportation Commission (MTC), the Bay Area's metropolitan planning organization. First introduced as Translink in 2002, Clipper was rebranded to its current form in 2010. Implementation rolled out beginning with the largest Bay Area transit agencies—BART, Muni, AC Transit, SamTrans, Caltrain, Golden Gate Transit, and VTA. As of early 2015, Clipper is available at 13 agencies and can be used to pay for parking in select San Francisco garages.

To become integrated into the Clipper program, transit agencies execute a Memorandum of Understanding (MOU) outlining roles and responsibilities. MTC is responsible for centralized planning, contracting with the vendor (Cubic), initial capital costs of equipment, and maintenance of data. Transit agencies are responsible for coordinating with MTC and Cubic, and paying a share of operating expenses based on share of revenue and transactions handled.

In March 2014, MTC's Operations Committee approved expanding Clipper to the East Bay Group, which includes LAVTA, County Connection, Tri Delta, and WestCAT by the end of 2015. By Spring of 2016, Clipper will expand to Santa Rosa City Bus, Sonoma County Transit, Cloverdale Transit, Petaluma Transit, and Healdsburg Transit in Sonoma County.<sup>7</sup>

The East Bay group will issue reports and handle revenue disbursements and expenses as one agency. LAVTA's role among the four agencies will be to act as Treasurer. LAVTA is responsible for receiving financial information, paying MTC's invoice, and distributing Clipper revenues on behalf of the four agencies. County Connection is the lead on IT infrastructure and equipment installation. WestCat represents the East Bay group in the Planning Committee, Tri Delta represents the group in the Steering Committee, and County Connection represents the group in the Executive Committee.<sup>8</sup>

Clipper has long been requested by riders, so the implementation of this technology on Wheels service will be an added value. Clipper will allow LAVTA to reduce future printing costs and avoid continued printing of monthly passes, FareBuster tickets, senior/disabled passes, and similar fare media. Clipper is also expected to reduce fare evasion on the system.

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<sup>7</sup> Metropolitan Transportation Commission's Clipper Information Page. <http://www.mtc.ca.gov/services/clipper/>

<sup>8</sup> LAVTA Staff Report from March 25, 2014 to approve the Clipper MOU and authorize the Executive Director to sign it.

## 4 REVENUE AND RIDERSHIP TRENDS

### PERFORMANCE TRENDS

Figure 4-1 shows performance trends from 2012-2017 using data available from the National Transit Database (NTD). Figures 4-2 to 4-7 visually display this data to show service level, ridership, fare, and cost trends. Analysis of this data reveals a couple important trends for LAVTA's fixed-route service:

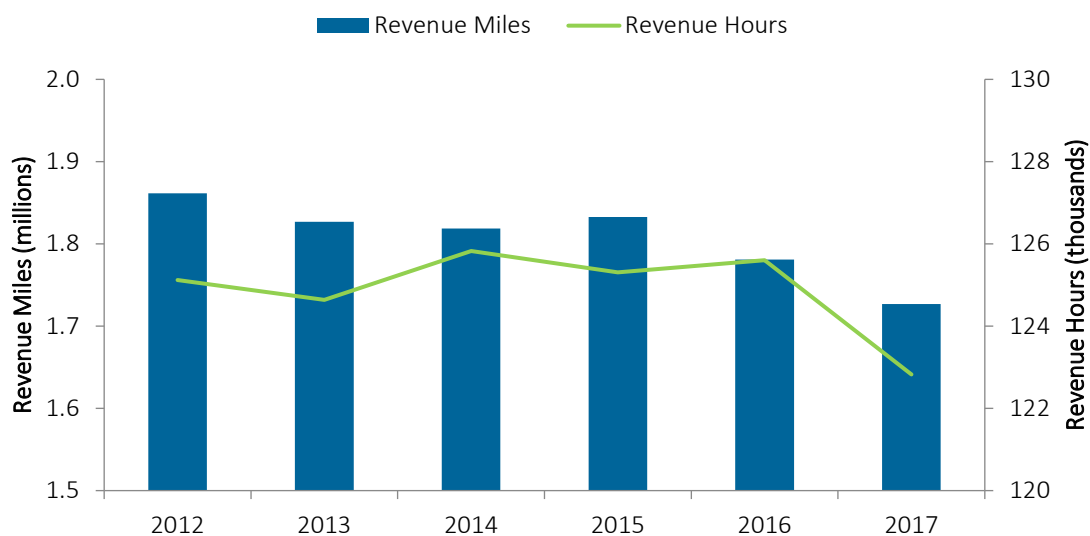
- **Declining ridership:** Total passenger trips declined from 1.75 million in 2012 to 1.54 million in 2017, a decline of about 12%. Passenger trips declined most dramatically from 2016 to 2017. Passenger boardings per revenue hour, a measure of service efficiency, declined by 11% in the same time period, from 14 trips to 12.5 trips per hour.
- **Increasing operating costs per passenger trip:** Farebox recovery has fluctuated over the 2012-2017 period. Operating expense per passenger trip rose to \$8.88 in 2017 from \$7.20 in 2013, an increase of 23%. Similarly, the subsidy per passenger trip has also increased, from an average of \$6.03 in 2013 to \$7.52 in 2017.
- **Restoring revenue hours, miles, and ridership:** In 2010, when transit systems across the country were slashing service because of funding shortfalls surrounding the economic recession, LAVTA cut 27% of its revenue vehicle hours and 26% of its revenue miles from 2009 levels. This decrease in service amounted to a drop in operating costs of only 12.7%. As the economy improved, LAVTA restored its revenue hours and revenue miles to previous levels. However, ridership levels have not been restored to the same levels as in 2008 and continues to decline into 2017. Additionally, despite the significant amount of hours allocated to Rapid service, ridership has not picked up as quickly as expected.

**Figure 4-1 LAVTA Fixed-Route Transit Performance Data 2013-2017**

| Performance Data                     |             |             |             |             |             |             |                |
|--------------------------------------|-------------|-------------|-------------|-------------|-------------|-------------|----------------|
|                                      | 2012        | 2013        | 2014        | 2015        | 2016        | 2017        | Percent Change |
| Passenger Trips                      | 1,751,211   | 1,727,085   | 1,652,151   | 1,650,388   | 1,648,811   | 1,536,084   | -12%           |
| Revenue Miles                        | 1,861,569   | 1,826,997   | 1,818,649   | 1,832,721   | 1,780,948   | 1,726,726   | -7%            |
| Revenue Hours                        | 125,119     | 124,635     | 125,826     | 125,311     | 125,604     | 122,825     | -2%            |
| Total Operating Expense              | 12,603,331  | 12,333,360  | 13,062,559  | 12,733,073  | 13,555,486  | 13,646,760  | 8%             |
| Farebox Revenue                      | \$2,044,038 | \$2,309,008 | \$2,206,694 | \$2,253,853 | \$2,239,549 | \$2,100,641 | 3%             |
| Passenger Trips Per Revenue Hour     | 14.0        | 13.9        | 13.1        | 13.2        | 13.1        | 12.5        | -11%           |
| Operating Expense Per Revenue Hour   | \$100.73    | \$98.96     | \$103.81    | \$101.61    | \$107.92    | \$111.11    | 10%            |
| Operating Expense Per Passenger Trip | \$7.20      | \$7.14      | \$7.91      | \$7.72      | \$8.22      | \$8.88      | 23%            |
| Average Fare per Passenger           | \$1.17      | \$1.34      | \$1.22      | \$1.24      | \$1.22      | \$1.37      | 17%            |
| Subsidy per Passenger Trip           | \$6.03      | \$5.80      | \$6.69      | \$6.48      | \$7.00      | \$7.52      | 25%            |
| Farebox Recovery %                   | 16.2%       | 18.7%       | 15.4%       | 16.1%       | 14.8%       | 15.4%       | -5%            |

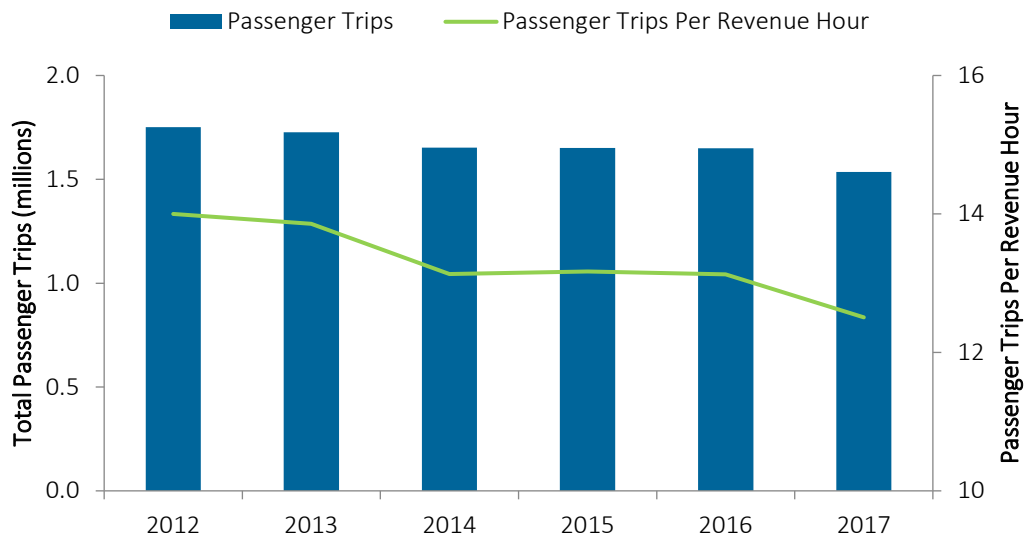
Source: National Transit Database

**Figure 4-2 Service Level Trends**



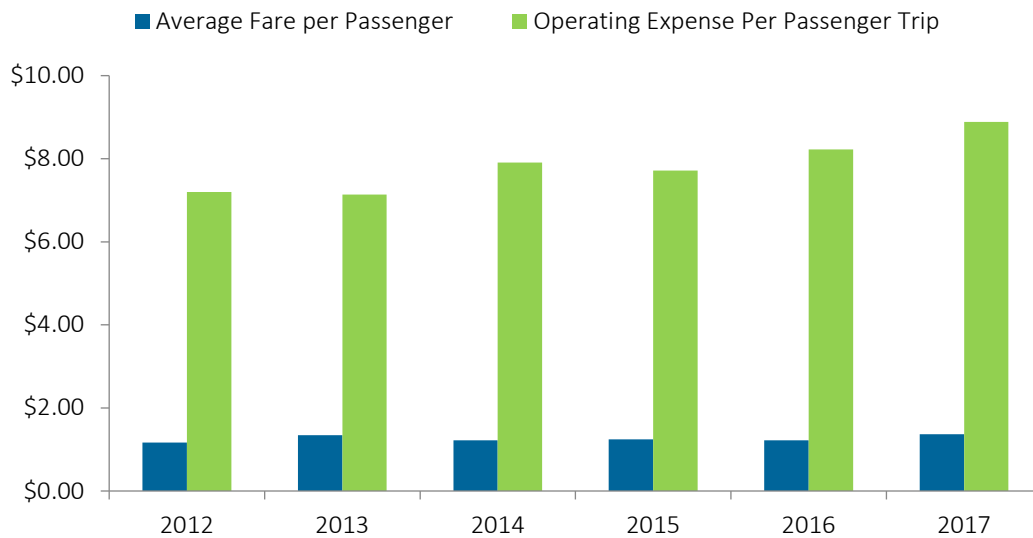
Source: National Transit Database

Figure 4-3 Ridership and Productivity Trends



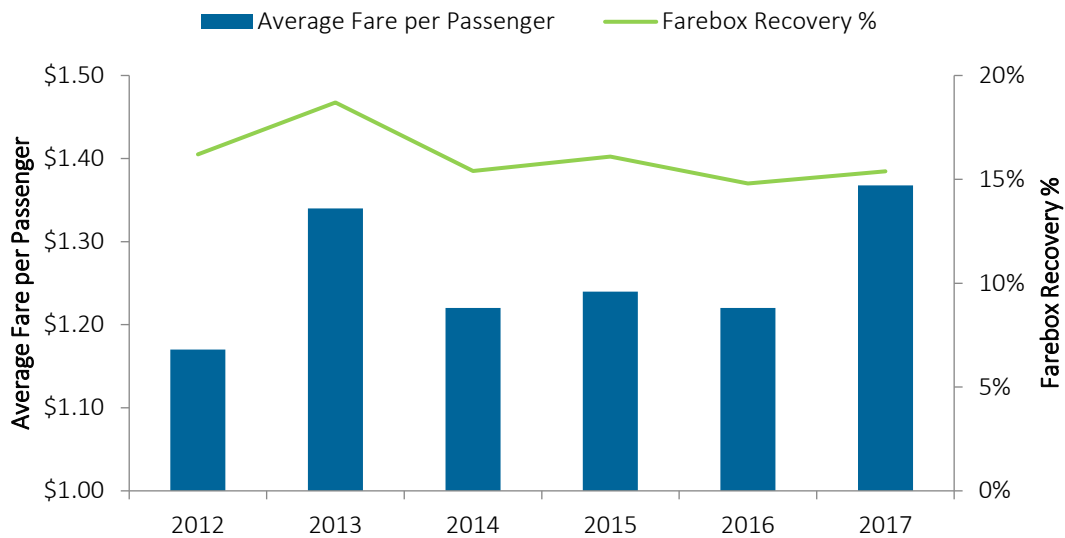
Source: National Transit Database

Figure 4-4 Operating Cost Per Passenger and Average Fare Trends



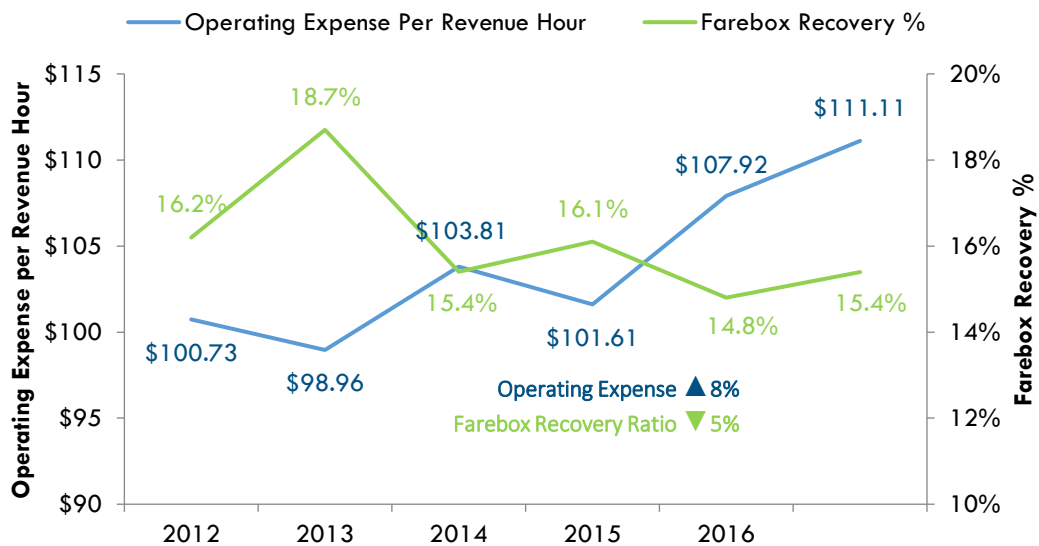
Source: National Transit Database

**Figure 4-5 Fare Recovery and Farebox Recovery Ratio**



Source: National Transit Database

**Figure 4-6 Fare Recovery and Costs**



Source: National Transit Database

### Summary

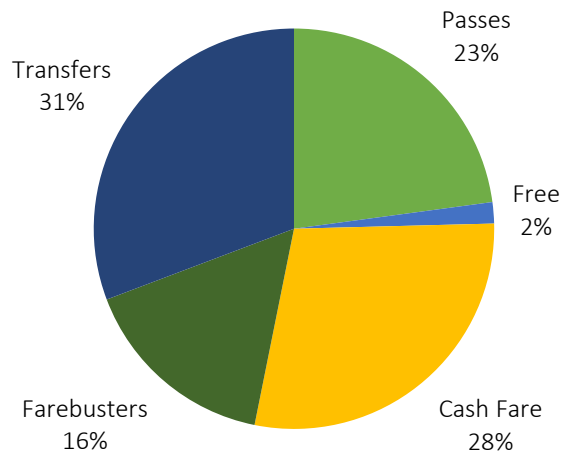
Based on the performance trends, it has been a challenging time period for LAVTA. Ridership has been steadily declining. While LAVTA has restored most of the service cut during the economic recession, ridership has not been restored to similar levels. Despite the hours allocated to the Rapid service, ridership has not picked up as quickly as expected. Additionally, operating costs per passenger trip is increasing.

## RIDERSHIP AND FARE PAYMENT TYPE

The information in the following section is based on FY 2016 data collected from LAVTA and describes how current fare products are used on the system.

In terms of overall boardings, nearly a third (28%) of riders pay with cash, followed by 31% who pay with transfers. Twenty-three percent pay with passes, which includes the Hacienda Business Park ECO Pass, BART Plus pass, monthly pass, and senior/disabled monthly pass. Transfers include those who transfer within Wheels, or from BART, ACE, and County Connection. The high percentage of transfers reflects the system's high reliance on transfers to complete a trip. The information is shown in Figure 4-7.

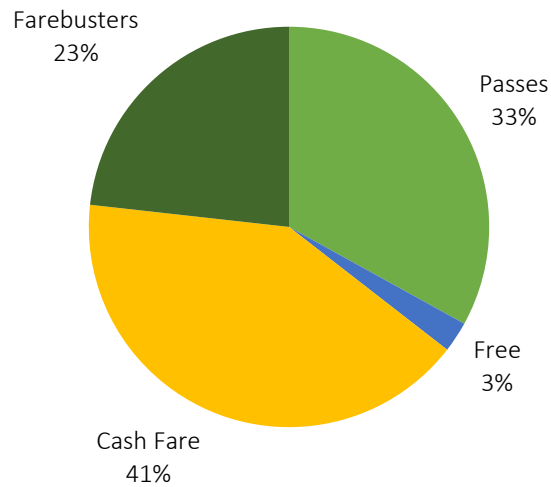
Figure 4-7 Ridership by Fare Type (FY 15-16) Including Transfers



Source: LAVTA (2016)

When eliminating transfers from the ridership, which allows for focus on the payment method at the start of the trip, cash is the most common fare media at 41%, followed by passes at 33%. This composition is shown in Figure 4-8.

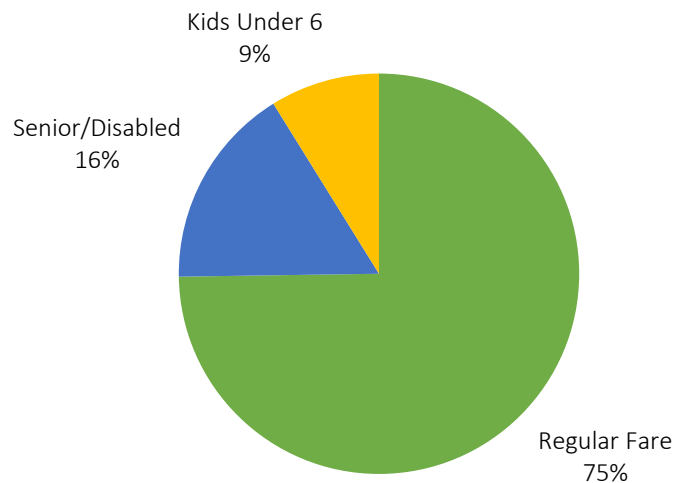
Figure 4-8 Ridership by Fare Type (Excluding Transfers)



Source: LAVTA (2016)

Figure 4-9 shows a breakdown of cash fare ridership by fare type. Of those that pay cash, the majority (75%) are adult fares. Senior/disabled fares account for 16%, while children under 6 who ride for free with paying fare account for 9%.

Figure 4-9 Cash Fare Ridership (FY 15-16)

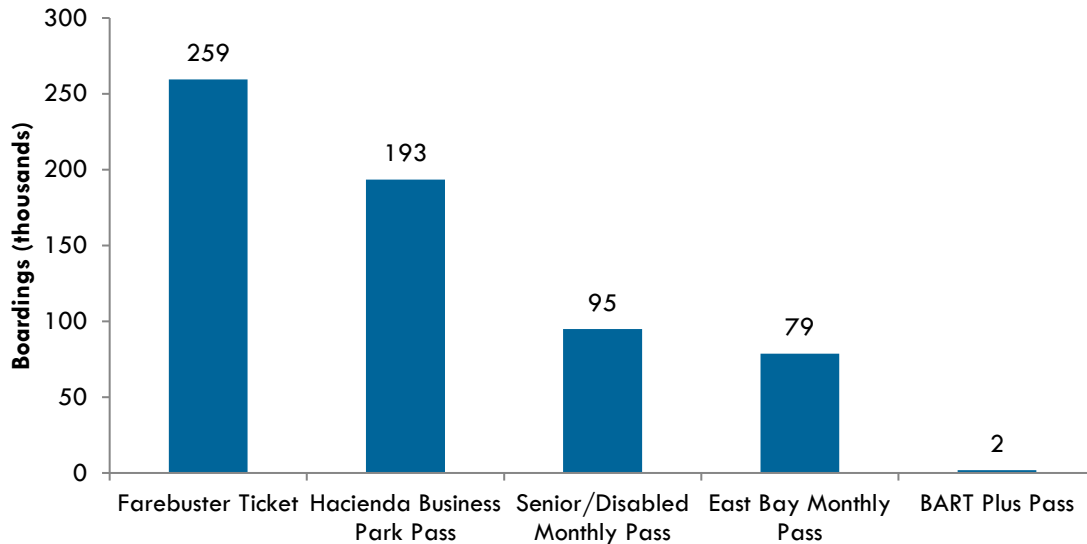


Source: LAVTA (2016)



Figure 4-10 shows the distribution of pass ridership, including FareBuster tickets, a collection of discounted tickets. The highest ridership fare types were FareBuster tickets (41%), followed by the Hacienda Business Park ECO pass (31%).

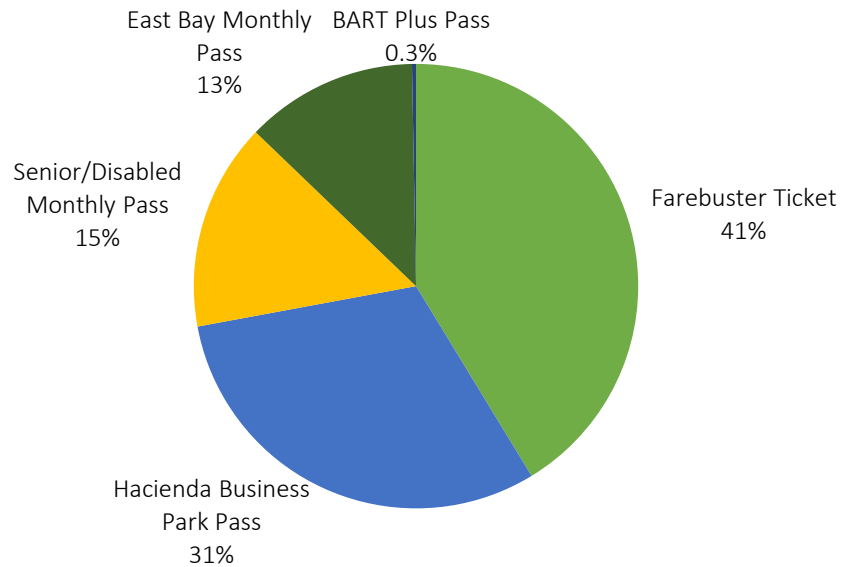
Figure 4-10 Distribution of Pass Products (Boardings, Absolute Number)



Source: LAVTA (2016)

Of all the pass products sold, the FareBuster tickets are the most attractive, likely because they offers a fixed discount as opposed to time-limited passes, which may not provide a discount if fewer trips than expected are made. FareBuster tickets are also offered in some development agreements. The Hacienda Business Park ECO Pass is also popular, given low costs. The current cost is based on the annual number of revenue hours in the business park, rather than the number of employees or residents. The agreement generated \$176,381 in fare revenue in FY 2017—an average fare of \$0.91 per rider. Figure 4-11 shows the distribution of pass products as a percentage.

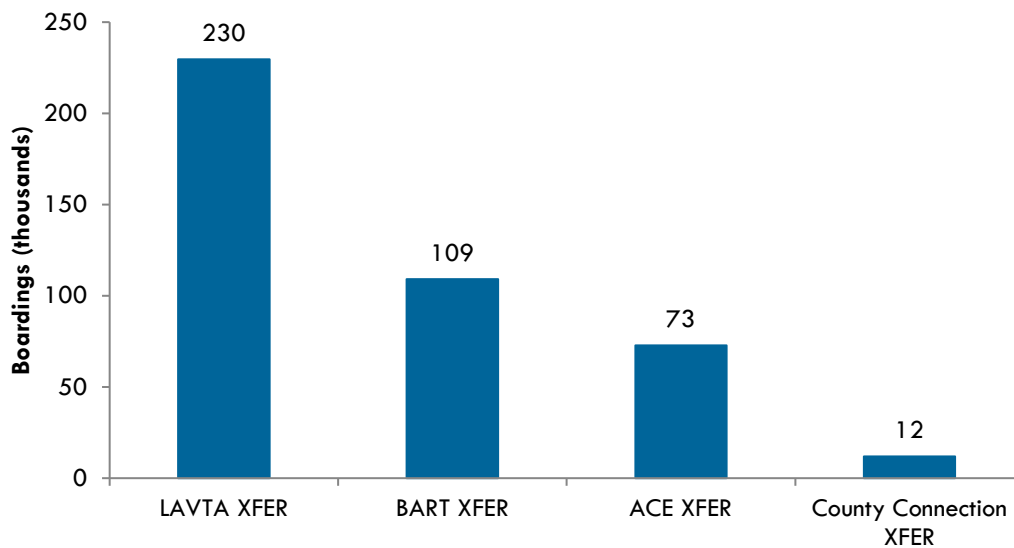
**Figure 4-11 Distribution of Pass Products**



Source: LAVTA (2016)

**Figure 4-12 focuses on boardings through transfers. Based on the ridership data, the majority of transfers occur from one Wheels route to another. A number of riders also transfer from BART and ACE.**

**Figure 4-12 Transfers (Boardings)**

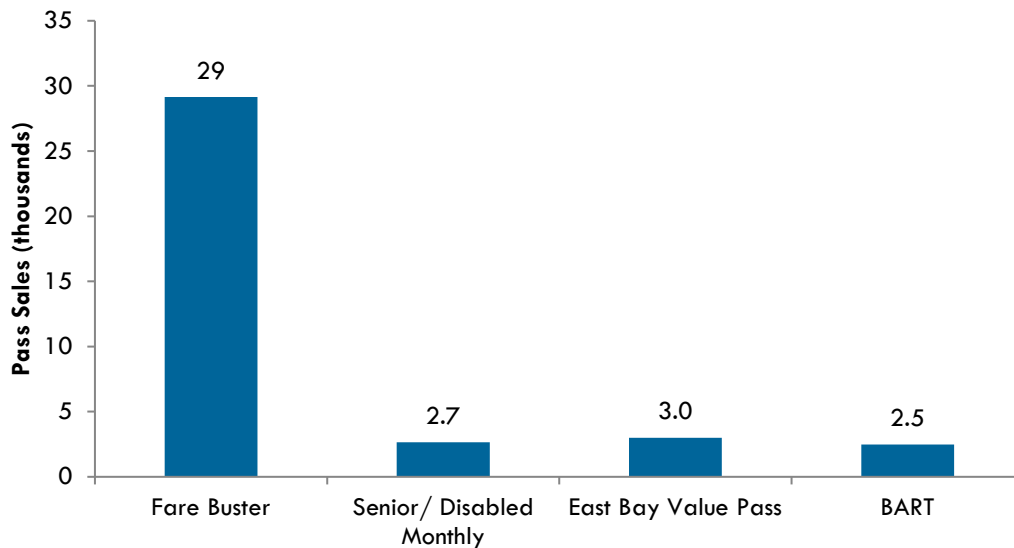


Source: LAVTA (2016)

## Pass Sales

The previous section focuses on boardings (ridership) by fare type. However, another lens to investigate fare usage is to review pass sales. Figure 4-13 highlights pass sales from FY 2015-2016, including FareBuster tickets and excluding the Hacienda Business Park pass. Considering FareBuster tickets account for the majority of ridership using passes (41%), it follows that FareBuster tickets account for the largest quantity of passes sold.

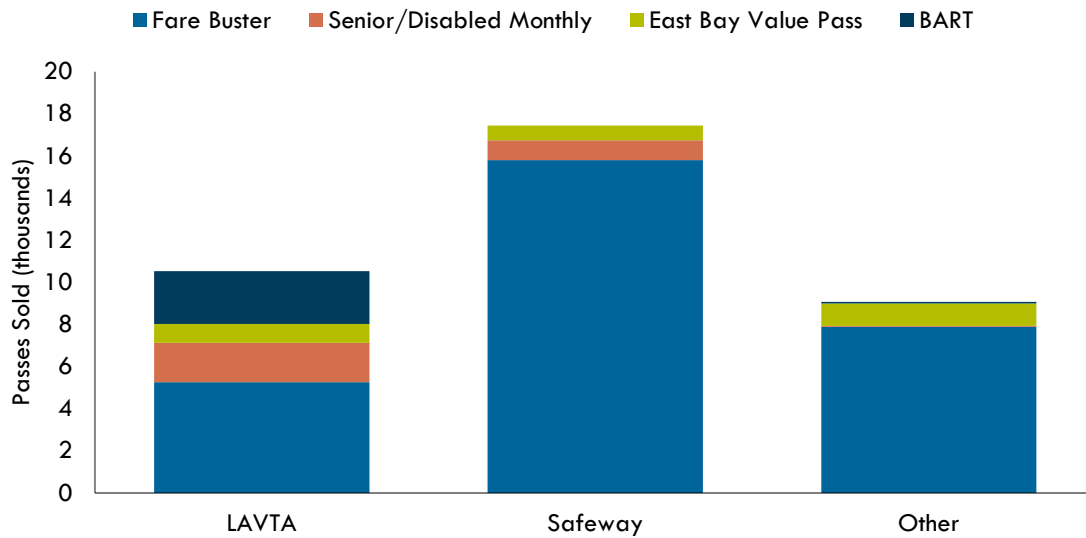
Figure 4-13 2016 Pass Sales (All Pass Products, Absolute Numbers)



Source: LAVTA (2016)

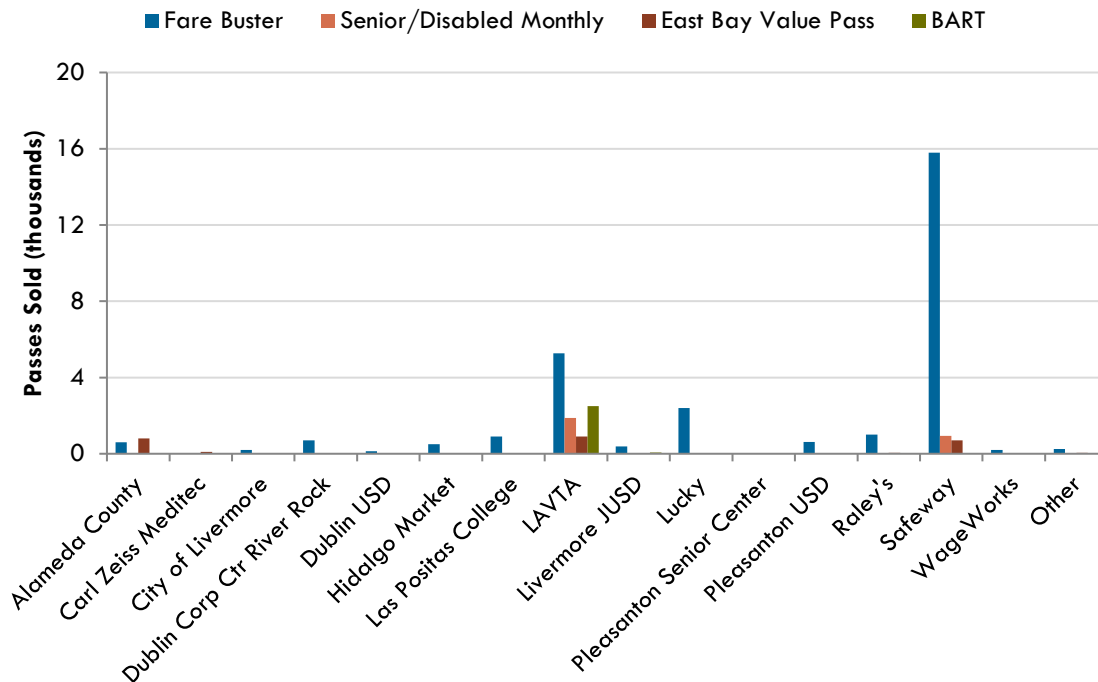
The majority of pass products are sold by Safeway, followed by the Transit Center and other LAVTA facilities, as shown in Figure 4-14 and Figure 4-15.

**Figure 4-14 Location Where Transit Pass was Obtained (Absolute Numbers)**



Source: LAVTA (2015)

**Figure 4-15 Location Where Transit Pass was Obtained in Detail (Absolute Numbers)**



Source: LAVTA (2015)

## 5 PEER REVIEW

Peer reviews are a useful technique to understand the “state of the practice” with regard to fare levels, structures, and policies. A peer review was conducted for this fare study and includes a comprehensive evaluation of other transit agencies comparable in size and scope to LAVTA. This chapter presents the results of this peer review.

The purpose of this peer review is to provide current and accurate information about fare structures and policies at other comparable transit agencies around the region. The peer agencies were selected based on various attributes, including service area, service population, operating characteristics, and feedback from LAVTA staff.

The six agencies in this peer review are:

- Sonoma County Transit (Santa Rosa, CA)
- Fairfield and Suisun Transit (Fairfield, CA), referred to as FAST
- Monterey-Salinas Transit (Monterey, CA), also known as MST
- Central Contra Costa Transit Authority (Concord, CA), referred to as County Connection
- San Mateo County Transit District (San Carlos, CA), referred to as SamTrans
- Alameda-Contra Costa Transit District (Oakland, CA), referred to as AC Transit

This peer review was conducted through an iterative process of data collection, confirmation, and conversation to better understand the qualitative aspects of fare policy at each agency. Data was collected from a number of sources including the most recently-available data from NTD (2013), agency websites, and other agency-related materials<sup>9</sup>.

The six agencies selected for this peer review are all in Northern California, with the majority operating in the San Francisco Bay Area. The agencies serve populations ranging from 119,112 in Fairfield and Suisun City to 1,425,275 in Alameda and Contra Costa County. The service coverage areas range from 41 square miles for FAST and 524 square miles for AC Transit. As a comparison, Wheels covers 40 square miles and serves 197,289 people.

Compared to its peer markets, Wheels serves a smaller service area and population. However, Wheels has comparable population density with Sonoma County Transit and MST. Additionally, Wheels serves a comparable urban area population to County Connection. LAVTA also has a comparable operating budget to Sonoma County Transit and FAST. Demographic information for LAVTA and its peer agencies is presented below in Figure 5-1.

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<sup>9</sup> LAVTA's costs for fixed-route and paratransit service have increased in FY14 and FY15 compared with the 2013 numbers provided in this chapter.

**Figure 5-1 Demographic Information**

|                             | Wheels        | Sonoma County Transit | FAST          | Monterey-Salinas Transit | County Connection | SamTrans       | AC Transit  |
|-----------------------------|---------------|-----------------------|---------------|--------------------------|-------------------|----------------|-------------|
| Service Area (square miles) | 40            | 390                   | 41            | 280                      | 143               | 97             | 524         |
| Service Population          | 197,289       | 493,285               | 119,122       | 421,898                  | 516,000           | 737,100        | 1,425,275   |
| Service Area Density*       | 4,932         | 1,265                 | 2,905         | 1,507                    | 3,608             | 7,599          | 2,720       |
| Largest Incorporated City   | Livermore, CA | Santa Rosa, CA        | Fairfield, CA | Monterey, CA             | Concord, CA       | San Carlos, CA | Oakland, CA |

Sources: NTD Database.

\*Density is population per square mile. With the exception of FAST, Wheels has a notably smaller service area size than peer agencies, leading to a high ranking in terms of service area density. In contrast, AC Transit operates in considerably more dense areas than Wheels, but the large service area size leads to a lower overall service area density, according to NTD calculations.

Figure 5-2 describes the operating statistics for each of the agencies, including LAVTA. The various agencies each provide a range of fixed route service levels. FAST operates the least number of revenue hours at approximately 80,000, while AC Transit operates the most at approximately 1,630,000 hours. Wheels operates approximately 125,000 revenue hours. In terms of productivity, Wheels operates 13.86 passengers per revenue hour, which is low among peer agencies. County Connection carries 15.43 passengers per revenue hour, and AC Transit carries 33.87 passengers per revenue hour.

Wheels' cost on an hourly and per passenger basis is among the lowest of its peer agencies. Operating costs per revenue hour are the highest for SamTrans at \$206.94, and among the lowest at \$107.17 for FAST. In comparison, Wheels operating cost per revenue hour is \$98.96<sup>10</sup>. Operating costs per passenger range from \$5.34 for AC Transit, \$7.14 for Wheels, and \$8.15 for FAST. Operating details are illustrated below in Figure 5-2.

<sup>10</sup> Since the 2013 NTD submission, Wheels' fare per revenue hour has increased to \$114.67 (as of 2014).

**LAVTA COA | FARE STUDY**  
Livermore Amador Valley Transit Authority

**Figure 5-2 Fixed-Route Operating Statistics**

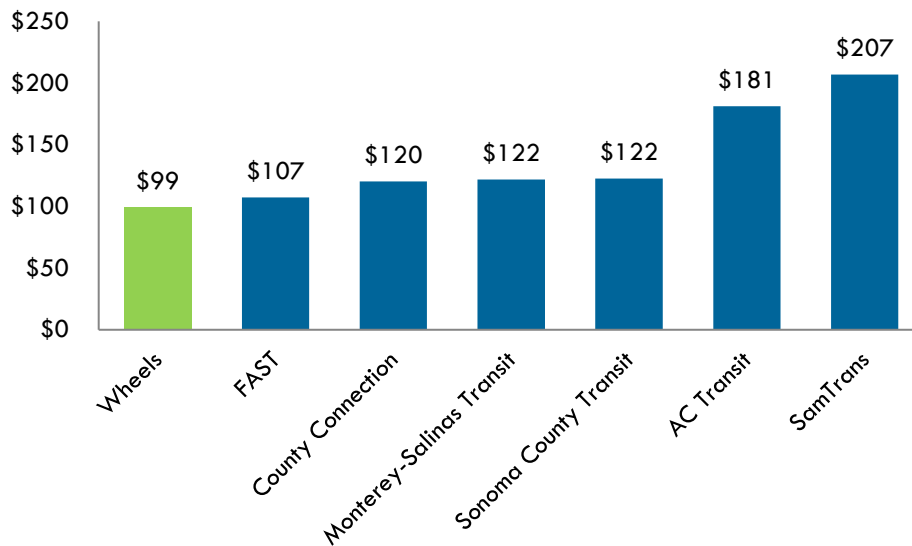
|                         | Wheels       | Sonoma<br>County Transit | FAST        | Monterey-<br>Salinas Transit | County<br>Connection | SamTrans      | AC Transit    |
|-------------------------|--------------|--------------------------|-------------|------------------------------|----------------------|---------------|---------------|
| Peak Vehicles (by mode) | 51           | 41                       | 36          | 87                           | 88                   | 265           | 507           |
| Annual Revenue Hours    | 124,635      | 87,343                   | 79,775      | 236,008                      | 213,624              | 487,756       | 1,630,579     |
| Annual Revenue Miles    | 1,826,997    | 1,458,064                | 1,603,548   | 3,862,717                    | 2,384,645            | 6,633,233     | 18,472,330    |
| Annual Boardings        | 1,771,826    | 1,403,656                | 1,072,406   | 4,074,483                    | 3,451,708            | 13,040,485    | 55,951,572    |
| Annual Operating Cost   | \$12,333,360 | \$10,695,944             | \$8,549,418 | \$28,758,286                 | \$25,676,872         | \$100,937,586 | \$295,218,519 |
| Annual Passenger Fares  | \$2,309,008  | \$2,046,435              | \$2,095,877 | \$7,105,987                  | \$4,641,248          | \$18,585,794  | \$58,809,413  |
| Farebox Recovery Ratio  | 19%          | 19%                      | 25%         | 25%                          | 18%                  | 18%           | 20%           |
| Cost/Revenue Hour       | \$98.96      | \$122.46                 | \$107.17    | \$121.85                     | \$120.20             | \$206.94      | \$181.05      |
| Cost/Passenger          | \$7.14       | \$7.84                   | \$8.15      | \$7.25                       | \$7.79               | \$7.92        | \$5.34        |
| Passengers/Revenue Hour | 13.86        | 15.62                    | 13.15       | 16.82                        | 15.43                | 26.13         | 33.87         |
| Subsidy/Passenger       | \$5.80       | \$6.35                   | \$6.15      | \$6.07                       | \$6.38               | \$6.36        | \$3.87        |
| Average Fare/Passenger  | \$1.34       | \$1.49                   | \$2.00      | \$1.18                       | \$1.41               | \$1.56        | \$1.47        |

Source: National Transit Database, 2013, <http://www.ntdprogram.gov/ntdprogram/data.htm>

The following figures compare each of the peer transit agencies, given the 2013 operating statistics data acquired from NTD. Of the peer agencies, Wheels has the lowest operating cost per revenue hour at \$98.96, while SamTrans averaged \$206.94 in 2013 (See Figure 5-3). The median cost among the agencies is MST at \$121.85. Since the 2013 NTD submission, Wheels' cost per revenue hour has increased to \$114.67 as of 2014.

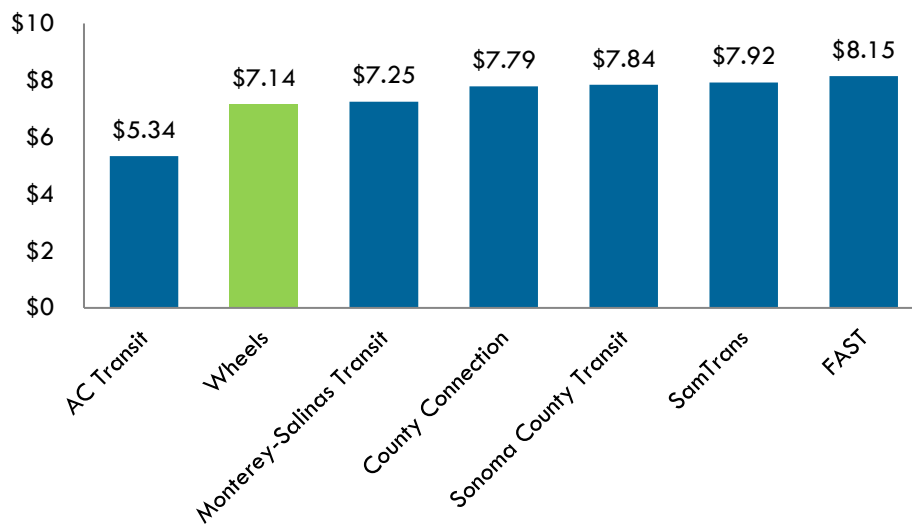
Figure 5-4 shows the operating cost per passenger for each of the agencies. FAST has the highest operating cost per passenger among the peer agencies at \$8.15, while AC Transit has the lowest at \$5.34. Wheels has the second-lowest operating cost per passenger, at \$7.14.

Figure 5-3 Operating Cost per Revenue Hour



Source: National Transit Database (2013)

Figure 5-4 Operating Cost per Passenger

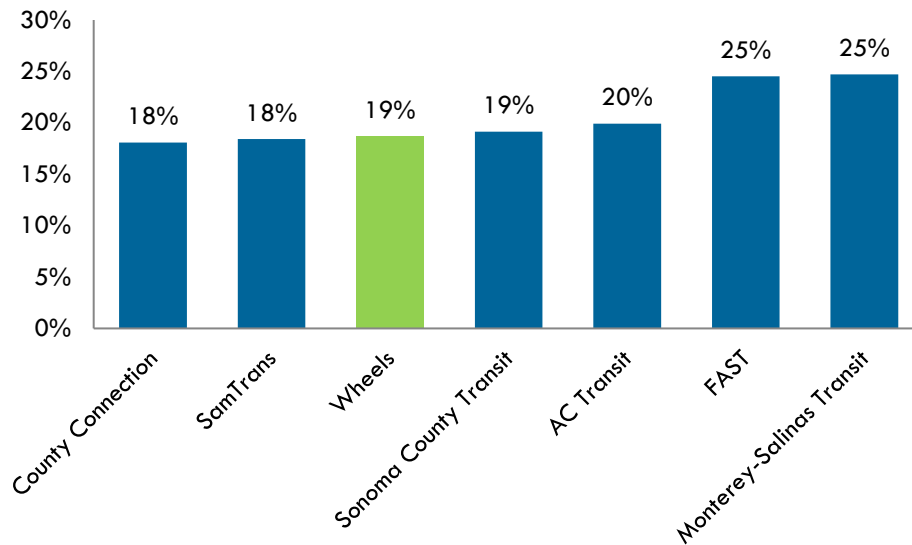


Source: National Transit Database (2013)



Figure 5-5 illustrates the farebox recovery ratios for each of the six peer agencies. The average farebox recovery ratio for transit agencies ranges from 15% to 25% for fixed-route systems. Each of the peer systems is within this range for fixed-route service, with FAST and MST having the highest recovery ratio (25%) and SamTrans and County Connection with the lowest recovery ratio (18%). Wheels' farebox recovery ratio is 19%, roughly near the median of its peers. It should be noted that Wheels' farebox recovery ratio decreased in 2014 to 15%.

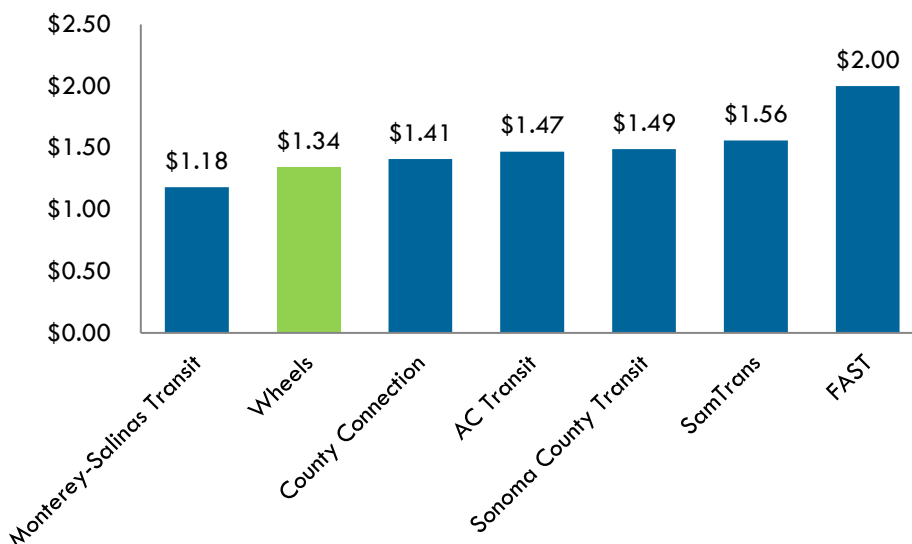
Figure 5-5 Farebox Recovery Ratio (Fixed-Route Services)



Source: National Transit Database (2013)

Figure 5-6 highlights the average fare per passenger for each for the peer systems. As of 2013, Wheels' performance was among the lowest for its peers at \$1.34 per passenger.

Figure 5-6 Average Fare per Passenger



Source: National Transit Database (2013)

## FARE STRUCTURE

Figure 5-7 compares the fixed-route fare structure for Wheels and its peer agencies. In addition, the cash fare for all passenger categories and all pre-paid fare instruments (including various passes and other special features of each agency's fare structure) are also described.

All of the peer transit agencies in this study have a standard cash adult fare and a reduced cash fare for seniors and disabled populations. In addition, most transit agencies offer a discount for students or youth. All systems allow children under the age of five to ride free when accompanied by a paying adult.

Notably, Wheels offers a flat \$2 cash fare among all its routes. All other peer agencies offer different fares depending on service. Sonoma County Transit, due to its larger service area size, offers distance-based pricing based on zones. All other peer agencies offer a "local" fare and an "express" fare depending on the service. The lowest cash fare is offered by Sonoma County Transit for \$1.25 within the same zone. The highest cash fare is offered by MST, at \$12 for some commuter routes.

Monthly passes are available for all seven systems presented, with prices ranging from \$60 for all Wheels and local FAST routes, to \$165 for all routes offered by SamTrans. Monthly pass costs differ for local routes only versus those that include both local and express routes. Most peer agencies offer discounts for seniors and persons with disabilities.

Only one agency offers a weekly or seven day passes. Two agencies offer daily passes in lieu of transfers (SamTrans and AC Transit). Four agencies offer discounts for 10 or 12 rides, while two offer discounts for 20 rides. Figure 5-7 outlines the fare structure for each of the peer agency systems.

Figure 5-7      Fare Structure

|                           | Wheels  | Sonoma<br>County Transit  | FAST  | Monterey-Salinas<br>Transit   | County<br>Connection  | SamTrans   | AC Transit  |
|---------------------------|---|---|---|---|---|--|---|
| Cash Fares                |   |   |   |   |   |  |   |
| Adult                     | \$2.00  | \$1.25 - \$3.65<br>(depends on<br>zone)   | \$1.75 for local;<br>\$2.75-\$5.75 for<br>express | \$1.50 for local;<br>\$2.50 for primary;<br>\$3.50 for regional;<br>\$12.00 for<br>commuter   | \$2.00 for regular;<br>\$2.25 for express   | \$2.00 for local;<br>\$4.00 for routes<br>292 and 397;<br>\$5.00 for KX<br>Express   | \$2.10 for local;<br>\$4.20 for<br>transbay**   |
| Senior/Disabled           | \$1.00  | \$0.60 - \$1.80<br>(depends on<br>zone)   | \$0.85 for local;<br>\$1.35-\$2.85 for<br>express | \$0.75 for local;<br>\$1.25 for primary;<br>\$1.75 for regional;<br>\$6.00 for<br>commuter  | \$1.00 for regular or<br>express; free<br>between 10 a.m. –<br>2 p.m. daily   | \$1.00 for local;<br>\$2.00 for routes<br>292 and 397;<br>\$2.50 for KX<br>Express   | \$1.05 for local;<br>\$2.10 for<br>transbay**   |
| Student/Youth             | \$2.00  | \$1.05 - \$3.25<br>(depends on<br>zone)   | \$1.50 for local;<br>\$2.00-\$4.75 for<br>express |   | \$2.00 for regular;<br>\$2.25 for express   | \$1.25 for local;<br>\$2.50 for routes<br>292 and 397;<br>\$2.50 for KX<br>Express   |   |
| Child (under 5)           | Free  | Free  | Free  | Free  | Free  | Free   | Free  |
| Transfers                 | Free for 2 hours<br>with Wheels,<br>County<br>Connection, and<br>ACE; \$1 from<br>BART to<br>Wheels | Free for 2<br>hours. Multi-<br>zone transfers<br>\$0.60 for adults,<br>\$0.55 for<br>students, \$0.30<br>for seniors/<br>disabled | Free for 60<br>minutes.                           | None between<br>routes. Free to<br>Santa Cruz<br>METRO; MST<br>passes valid for<br>local fare credit on<br>VTA. Some<br>restrictions apply. | Free for 2 hrs on<br>weekdays. Free for<br>3 hrs on weekend.<br>\$1 Adult/Youth<br>BART transfer;<br>\$0.50<br>Senior/Medicare<br>BART transfer | None on<br>SamTrans. AC<br>Transit 31-day,<br>Caltrain monthly,<br>Dumbarton<br>Express 31-day,<br>VTA monthly<br>receive local<br>credit. | None on AC<br>Transit. \$0.50<br>discount to/from<br>BART within 90<br>minutes on<br>Clipper. |
| Agency<br>partnerships    | ACE, County<br>Connection,<br>Downtown<br>Pleasanton<br>Route, BART                                 | Santa Rosa<br>CityBus;<br>Petaluma<br>Transit; Golden<br>Gate Transit   |   | Santa Cruz<br>METRO; VTA;<br>Caltrain   | BART, Wheels  | AC Transit;<br>Caltrain;<br>Dumbarton<br>Express; VTA  | BART  |
| Passes                    |   |   |   |   |   |  |   |
| Monthly or 31-Day         |   |   |   |   |   |  |   |
| Adult                     | \$60.00   | \$62.50   | \$60 for local;<br>\$70-\$130 for<br>express      | \$190 for all MST<br>routes; \$95 for<br>primary and local<br>routes  | \$60 for regular; \$70<br>for express   | \$64 for local; \$96<br>for local/SF; \$165<br>on all routes   | \$75.00 for local;<br>\$151.20 for<br>transbay  |
| Senior/Disabled           | \$18.00   | \$31.25   | \$30 for local;<br>\$35-\$65 for<br>express       | \$95 for all MST<br>routes; \$47 for<br>primary and local<br>routes   | N/A   | \$25.00  | \$20.00   |
| Student/Youth             | N/A   | \$47.00   | \$50 for local;<br>\$50-\$109 for<br>express      |   | N/A   | \$36.00  |   |
| Weekly or 7-Day           |   |   |   |   |   |  |   |
| Adult                     | N/A   | N/A   | N/A   | \$50.00   | N/A   | N/A  | N/A   |
| Senior/Disabled           | N/A   | N/A   | N/A   | \$25.00   | N/A   | N/A  | N/A   |
| Daily                     |   |   |   |   |   |  |   |
| Adult                     | \$3.75*   | N/A   | N/A   | \$10.00   | N/A   | \$5.00   | \$5.00  |
| Senior/Disabled           | \$1.75*   | N/A   | N/A   | \$5.00  | N/A   | \$2.50   | \$2.50  |
| Student/Youth             | N/A   | N/A   | N/A   |   | N/A   | \$3.00   |   |
| 10-Ride                   |   |   |   |   |   |  |   |
| Adult                     | \$16.00   | N/A   | \$17.50 for local                                 | N/A   | \$20 for 12-Ride<br>local; \$23 for 12-<br>Ride express   | \$16.00  | N/A   |
| Senior/Disabled           | N/A   | N/A   | \$8.50 for local                                  | N/A   | N/A   | N/A  | N/A   |
| Student/Youth             | N/A   | N/A   | \$15.00 for local                                 | N/A   | N/A   | N/A  | N/A   |
| 20-Ride                   |   |   |   |   |   |  |   |
| Adult                     | N/A   | \$25 - \$73   | N/A   | N/A   | \$40  | N/A  | N/A   |
| Senior/Disabled           | N/A   | \$12 - \$36   | N/A   | N/A   | \$15  | N/A  | N/A   |
| Student/Youth             | N/A   | \$21 - \$65   | N/A   | N/A   | N/A   | N/A  | N/A   |
| Paratransit               |   |   |   |   |   |  |   |
| Cash Fare                 | \$3.50  | \$2.50 first zone;<br>\$1.15 additional<br>zones  | \$3.50 for local;<br>\$5.50 for intercity         | \$3 for < 2.7 mi; \$5<br>for 2.7–19.7 mi; \$7<br>for >19.7 mi   | \$4.00  | \$3.75   | \$4 for < 12 mi; \$6<br>for 12-20 mi; \$7<br>for > 20 mi                                      |
| Dial-A-Ride 10<br>tickets | \$35.00   | N/A   | \$35.00   | Ticket books<br>available at no<br>discount (\$30-50)   | N/A   | \$37.50  | N/A   |

Source: Agency websites, 2015. \* Wheels Day pass accumulator available only on Clipper starting 2016. \*\* Discounts for Clipper apply for AC Transit.

## **Transfers and Transfer Policies**

Currently, four of the agencies, including Wheels, offer a transfer product that allows for a connecting bus trip without paying twice or more for the fare. Two agencies (SamTrans and AC Transit) offer a day pass in lieu of a transfer, while MST only offers a transfer from Santa Cruz Metro or for Hartnell College students. Transfer policies for each peer agency are complex given the complexity of Bay Area transit overall and unique geographies of each area. As the revenue and ridership trends chapter showed, many trips are made with transfers. Some transit trips also require connections among two or more transit agencies.

For Sonoma County Transit, riders can transfer to any other bus within the zone for free up to two hours. Riders must ask the driver for a transfer slip. With a valid transfer from a one-zone trip, passengers can upgrade to a multi-zone transfer for an additional fee per additional zone. For adults, this is 60 cents; for students, the fee is 55 cents; and for seniors or persons with disabilities, the transfer fee is 30 cents. Passengers transferring from Santa Rosa CityBus, Petaluma Transit, or Golden Gate Transit receive a 25 cent fare credit on a Sonoma County bus.

On FAST, transfers between local buses, as well as transfers to local buses from intercity buses, are free for up to 60 minutes. Transfers to intercity buses from local buses are valued at the local bus fare.

County Connection offers free bus to bus transfer for up to two hours on weekdays, and for three hours on weekends. Passengers are entitled to up to two transfers on County Connection during this time for free. Passengers transferring from BART to County Connection pay a \$1 regular fee.

SamTrans and AC Transit do not offer free transfers within their systems and opt in favor of day passes. The day pass allows for unlimited rides in a 24 hour period. Some unique transfer policies apply for Clipper. On AC Transit, a free local-to-transbay transfer applies only on Clipper.

MST does not offer transfers between MST buses except for Hartnell College students. However, MST does offer several transit connections with varying transfer policies and agreements for each agency. MST has the following transfer policies with Santa Cruz Metropolitan Transit District (METRO):

- METRO passengers transferring to MST:
  - METRO transfers or day passes shall not be applied toward the purchase of any MST fare media
  - MST will accept a free valid METRO transfer as payment for passengers who board lines 26, 27, 28, and 29 at the Watsonville Transit Center, or line 78 at the Santa Cruz METRO Center. MST does not accept transfers issued from the METRO Amtrak Thruway Hwy 17 route
  - MST will accept the METRO senior/disabled discount photo ID for travel on any MST route along with the appropriate discount fare
  - MST does not honor METRO monthly passes
- MST passengers transferring to METRO:
  - METRO will accept free valid MST transfers for one-way travel within the METRO service area as far as Santa Cruz Metro Center. There is no additional fare to travel to Santa Cruz when boarding with an MST transfer.

- A MST transfer will be issued on line 78 for free travel on any one METRO bus with the exception of the METRO Amtrak Thruway Hwy 17 route
- METRO accepts MST senior and disabled discount photo ID
- MST GoPasses are not honored by METRO<sup>11</sup>

MST also has transfer policy agreements with Santa Clara Valley Transportation Authority (VTA), where MST passengers transferring to VTA receive local fare credit on VTA services. Several restrictions apply depending on the fare media. Notably, MST does not honor the Clipper card. Additionally, MST operates from three bus transit centers and coordinates schedules to allow for timed transfers between routes at these major transit centers:

- Jules Simoneau Plaza (Monterey Transit Plaza), a transfer center for all routes serving the Monterey Peninsula;
- Salinas Transit Center, serving Salinas routes
- Watsonville Transit Center

MST also serves the Gilroy Intermodal Station, where passengers can transfer to the Caltrain as well as VTA buses.

## Pass Types

The following section discusses passes including monthly, weekly, and daily passes, as well as ticket books.

### Monthly

All agencies offer a monthly pass at the adult rate. The cost of these passes range from \$60 (Wheels, FAST Transit, and County Connection) to \$165 (SamTrans). Monthly pass prices range between 17 to 82 times the base fare. Wheels' monthly pass price is approximately 30 times the base fare, which is on the lower side but overall comparable among peers.

All agencies except County Connection offer a discounted monthly pass for seniors or persons with disabilities. Of these agencies, Wheels offers the monthly pass at the lowest cost, at \$18 a month. Other agencies offer senior/disabled monthly passes ranging from \$20 (AC Transit) to \$95 (MST).

Three agencies (Sonoma County Transit, FAST, and SamTrans) offer a discounted monthly pass for students/youth that is higher in cost than passes for seniors but less expensive than regular adult passes.

Value of monthly passes varies depending on usage, particularly for certain routes. Figure 5-8 describes the monthly pass multiplier for each of the peer systems for adult passes.

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<sup>11</sup> Policies available online at <http://mst.org/riders-guide/transit-connections/>, accessed October 20, 2015.

**Figure 5-8 Monthly Pass Multiplier Rates**

|                         | Wheels  | Sonoma County Transit             | FAST  | Monterey-Salinas Transit  | County Connection                      | SamTrans   | AC Transit                               |
|-------------------------|---------|-----------------------------------|---|---|--|--|--|
| Adult Cash Fare         | \$2.00  | \$1.25 - \$3.65 (depends on zone) | \$1.75 for local; \$2.75-\$5.75 for express | \$1.50 for local; \$2.50 for primary; \$3.50 for regional; \$12.00 for commuter | \$2.00 for regular; \$2.25 for express | \$2.00 for local; \$4.00 for routes 292 and 397; \$5.00 for KX Express | \$2.10 for local; \$4.20 for transbay**  |
| Monthly Pass Cost       | \$60.00 | \$62.50                           | \$60 for local; \$70-\$130 for express      | \$190 for all MST routes; \$95 for primary and local routes                     | \$60 for regular; \$70 for express     | \$64 for local; \$96 for local/SF; \$165 on all routes                 | \$75.00 for local; \$151.20 for transbay |
| Monthly Pass Multiplier | 30      | 17-50                             | 34 for local; ~23-25 for express            | 38-63 for local; 15-54 for all  | 30 for regular; 31 for express         | 32 for local; 33-82 for all routes                                     | 36 for local and transbay                |

Source: Agency websites, 2015. \*\* Discounts for Clipper apply for AC Transit.

### Weekly, 10-Ride, and 20-Ride Products

Only one peer agency, MST, offers a weekly or 7-day pass. Four agencies (Wheels, FAST, County Connection, and SamTrans) offer a 10 or 12-Ride discounted fare product, and two agencies (Sonoma County Transit and County Connection) offer a 20-Ride discount fare product. Weekly passes are often a similar or redundant fare product to 10-Ride or 20-Ride fare products. With the exception of County Connection and AC Transit, all peer agencies offer a weekly or 10-Ride or 20-Ride product.

Wheels' 10-Ride product is the popular FareBuster ticket book, where each ticket is valued at \$1.60 instead of \$2.00 cash. This is a 20% savings off regular cash fare.

### Day

Three agencies currently offer day passes (MST, SamTrans, and AC Transit). For SamTrans and AC Transit, day passes provide unlimited number of trips per day and act in lieu of transfers. With the adoption of Clipper, Wheels and County Connection also offer a day pass product in the form of the day pass accumulator. Passengers riding Wheels pay a maximum of \$3.75 per day regardless of the number of trips taken.

## FARE POLICIES

This section discusses how each peer agency addresses several different fare policies of interest to LAVTA.

### Clipper Integration

Clipper is the all-in-one transit smart card that allows ease of payment and supports transfers across multiple Bay Area agencies. Clipper is overseen and sponsored by Metropolitan Transportation Commission (MTC), the Bay Area's metropolitan planning organization. Implementation rolled out beginning with the largest Bay Area transit agencies—BART, Muni, AC Transit, SamTrans, Caltrain, Golden Gate Transit, and VTA. As of early 2015, Clipper is available on 13 agencies and can be used to pay for parking in select San Francisco garages.

At the time this review was conducted, Clipper was available to three peer agencies (AC Transit, SamTrans, and FAST). In addition to Wheels, Clipper went live at two other peer agencies in November 2015 (County Connection and Sonoma County Transit). Recently in 2014, when Clipper was expanded to Solano County, FAST underwent new fare restructuring. In particular, their 10-ride passes were eliminated, and exchanges were offered for the 31-day pass. FAST also added a youth fare to align with the Clipper system.

Clipper and contactless transit smart cards more generally are preferred to other forms of fare media including cash, paper passes, and magnetic striped fare cards, because smart cards reduce boarding times and eliminate transfer fraud. Additionally, contactless transit smart cards often provide rich transit data, such as location and time of trips, that may not be captured in other types of fare media.

### Fare Evasion

Fare evasion is a concern at all transit agencies, although it is very difficult to determine what percentage of fares are not properly paid. Strategies vary on how to minimize fare evasion.

Transfer tickets and paper passes are often prone to abuse due to ease of duplicating fare material. Additionally, paper transfer tickets are often made of low quality material and require operators to either punch or rip the time of transfer. These “low-tech” operations lend themselves to abuse of the transfer system, with several riders taking multiple or round trips with the same transfer ticket or card, rather than taking one or two buses for a one-way trip. Conflicts also arise between drivers and riders who insist that their transfer be accepted.

In lieu of transfers, transit agencies such as SamTrans and AC Transit have adopted day use passes. Day use passes reduce fraud with transfers, and encourage a shift towards the Clipper card system. In 2014, AC Transit successfully eliminated transfers in favor of a \$5 day pass. The pass is a good deal for people who make more than a single round-trip in a day. However, some proponents argue the loss of transfers acts essentially as a fare increase, disproportionately affecting low-income individuals who often rely on multiple transfers for a trip.

Industry standard generally favors a shift away from paper products, such as transfer tickets or paper passes, towards contactless cards to address fare evasion.

## Fare Increases

The following table describes the most recent fare increase at each of the agencies. Many of the fare increases were a result of accommodating for inflation, justifying paratransit fare increases, and increasing revenues. Figure 5-9 below provides the percentage increases for each of the agencies.

Figure 5-9 Recent Fare Changes

| Transit Authority        | Date of Fare Change | Adult Cash (Former)  | Adult Cash (Current) | Percentage Increase |
|--------------------------|---------------------|--|----------------------|---------------------|
| Wheels                   |                     |  | \$2.00               |                     |
| Sonoma County Transit    | 2007                | \$1.10   | \$1.25               | 14%                 |
| FAST                     | 2014                | \$1.50   | \$1.75               | 17%                 |
| Monterey-Salinas Transit | 2011                | Changed from 11-zone to a distance-based system comprised of four categories: local (\$1.50), primary (\$2.50), regional (\$3.50), and commuter (\$12) fares |                      |                     |
| County Connection        | 2009                | \$1.75   | \$2.00               | 14%                 |
| SamTrans                 | 2010                | \$1.75   | \$2.00               | 14%                 |
| AC Transit               | 2011                | \$2.00   | \$2.10               | 5%                  |

Source: Agency websites, 2015; Fairfield and Suisun Transit (FAST) Fare Changes Information, 2014; Central Contra Costa Transit Authority's Short Range Transit Plan FY 2011-12 through FY 2020-21



## INNOVATIVE FARE POLICIES

In addition to the traditional tickets and passes, peer agencies also offer several other innovative fare media and policies which are discussed below.

### Employer Discount Programs

Employer discount programs are intended to be geared towards bulk pass or fare product sales to help encourage ridership and provide employers options for expanding employee transportation benefits. LAVTA has expressed particular interest in employer discount programs and refining their current pass program in Hacienda Business Park. AC Transit, SamTrans, and County Connection all offer an employer discount program.

AC Transit's EasyPass offers transit discounts for employers, residential communities, and colleges and universities. The following entities currently have agreements with AC Transit: Berkeley Chamber of Commerce, City of Berkeley, Fourth & U, goBerkeley, Ironhorse, Mills College, Northwestern Polytechnic University, Park Alameda, Peralta colleges, Safeway #691, and University of California, Berkeley. Each entity has a slightly different agreement, but most EasyPasses are delivered in the form of a special Clipper card with his or her name and photo printed.

Employer EasyPass prices are determined by number of program participants, as well as the level of transit service—a measure of the frequency and concentration of commuter bus service available within a quarter mile of the community. Residential EasyPass prices are determined by the number of units in the community, with a minimum requirement of 100 units of any size, as well as the level of transit service. Annual prices range from \$43 to \$121 per participant. Figure 5-10 shows the EasyPass that is delivered as a Clipper card, as well as the Class Pass, which is a sticker affixed to the university's photo identification card.



### Case Study: AC Transit EasyPass

AC Transit's EasyPass program is a bulk employer program that has three specific markets: employers, residential communities, and colleges. The program offer a discounted group rate compared to regular AC Transit bus fares with increasing levels of discounts based on participation levels.

The EasyPass works like an insurance plan by paying for a large group of program participants; the per-participant costs are shared. By sharing in the costs, all the group's participants have an opportunity to use their EasyPass—whether they're daily AC Transit riders, use the service occasionally, or use it for the first time. The EasyPass works in conjunction with the Clipper regional fare card.

The EasyPass program requires that a participating organization:

- Have at least 100 participants - employees, residents or households
- Identify a site coordinator for communication and coordination with AC Transit.

The EasyPass Program provides a strong incentive for existing and prospective tenants or buyers who want to live in a place that offers discounted passes and enables tenants to forgo a second car. For employers it offers an employee benefit, recruitment, and retention tool.

A study of UCLA's universal transit pass program similar to the EasyPass found that a new parking space costs more than 3 times as much as a free transit pass (\$223/month versus \$71/month).

For more information, please see <http://www.actransit.org/rider-info/easypass/>

Figure 5-10 AC Transit EasyPass and Class Pass



Source: (Left) EasyPass from AC Transit, 2015; (Right) UC Berkeley Class Pass, 2014

SamTrans offers the “Way2Go Pass,” which allows companies and residential complexes to purchase an annual unlimited ride pass for all eligible employees or residents. Participants pay an annual fee for every eligible employee or resident, regardless of usage. Eligible residents include all residents five years and older, and eligible employees include those who work more than 20 hours per week, excluding contractors, consultants, interns, and temporary employees. Companies or residential complexes pay the greater of \$125 per eligible employee or resident, or \$12,500. Costs are pro-rated if participant joins the program for less than a full year.

County Connection’s employer discount program is the “CoCo Pass”, which allows employees or residents to ride transit for free. Any employer or residential community with more than 50 employees or residents can purchase passes for less than \$12 a month, or approximately \$140 per year per participant. Participation in the CoCo Pass program fulfills employer requirements to offer commute benefits, as well as helping developers qualify for green certification.

Once an agreement is signed, County Connection conducts a photo registration event for all eligible participants and creates individualized CoCo passes. Employers or residential communities must provide passes for all employees or one pass per housing unit, regardless of current or anticipated usage. County Connection helps implement and maintain the program, including conducting a baseline survey, preparing personalized passes, and supporting the program through marketing and promotions. Figure 5-11 displays an example of the CoCo pass.

Figure 5-11 CoCo Pass



Source: County Connection (2015)

## Employer Discount Program Pricing

The structure of employer pass programs varies throughout the U.S. Two examples—AC Transit and Denver Regional Transportation District (RTD)—offer best practices for pricing of pass programs.

### AC Transit

AC Transit defines its EasyPass program as being established for a defined employee pool—for example, all full-time employees or all employees who live in AC Transit’s service district. According to AC Transit policy, employers must provide passes for all employees in the defined pool regardless of current or anticipated usage, and EasyPass is not refundable or transferable to anyone else. Pricing of EasyPass is based on a tiered system that factors in the size of the participant pool and level of transit service (Figure 5-12). Employers pay an annual per-participant price based on the matrix shown below. Employers can choose to subsidize the cost of the pass (in part or in whole) or to pass the cost on to employees as a group benefit.

Figure 5-12 AC Transit EasyPass Pricing Structure

| Level of Transit Service | Annual Price Per Participant by Number of Program Participants |           |             |              |         |
|--------------------------|--|-----------|-------------|--------------|---------|
|                          | 100-500  | 501-1,000 | 1,001-5,000 | 5,001-10,000 | 10,001+ |
| 1                        | \$121  | \$103     | \$86        | \$68         | \$51    |
| 2                        | \$108  | \$93      | \$78        | \$64         | \$48    |
| 3                        | \$93   | \$82      | \$69        | \$58         | \$45    |
| 4                        | \$81   | \$70      | \$62        | \$53         | \$43    |

Source: AC Transit

Note: Level of Transit Service is a numerical score that reflects the frequency and concentration of commuter bus service available within the ¼ mile of worksite(s). Scores range from 1-4 with 1 representing the highest level of service and 4 the lowest. Only peak-hour service is considered when calculating a score, and adjustments are made for gaps in service, impediments to pedestrian access, and whether the lines in the immediate vicinity provide service to and from San Francisco or the Peninsula.

### Denver RTD

Denver RTD’s Business EcoPass provides unlimited usage of RTD services and is an annual transit pass purchased by a company and its employees or a collection of residences. Similar to AC Transit’s policy, companies purchase the EcoPass for all full-time employees with an option to include part-time employees. Transit service levels are also accounted for through a two-tier pricing structure (Figure 5-13). Pricing for businesses is determined by two factors—location of the business and total number of full-time employees or total number of full/part-time employees on the payroll. Contract minimum rates apply for businesses with a per-person rate that equals less than the contract minimum.

Additionally, Boulder County offers a multi-year EcoPass discount (60% off of the first year's purchase price, 30% off of the second year's contract price) to all businesses and neighborhoods signing up for their initial EcoPass contract. EcoPass is also tax deductible to employers and tax free to employees.

Figure 5-13 Denver RTD Business EcoPass Pricing Structure

| Cost per Employee per Year (2013) <sup>12</sup> |                     |                           |                |                  |                   |                       |                  |
|---|---------------------|---------------------------|----------------|------------------|-------------------|-----------------------|------------------|
| Service Level Area                              | Number of Employees | Contract Minimum Per Year | 1-24 Employees | 24-249 Employees | 250-999 Employees | 1,000-1,999 Employees | 2,000+ Employees |
| A: Outer Suburban                               | 1-10                | \$972                     |                |                  |                   |                       |                  |
|   | 11-20               | \$1,944                   | \$83           | \$72             | \$63              | \$54                  | \$51             |
|   | 21+                 | \$2,915                   |                |                  |                   |                       |                  |
| B: Transit Centers                              | 1-10                | \$1,782                   |                |                  |                   |                       |                  |
|   | 11-20               | \$3,563                   | \$177          | \$160            | \$146             | \$135                 | \$128            |
|   | 21+                 | \$5,344                   |                |                  |                   |                       |                  |

Source: Denver RTD

Denver RTD also offers a Neighborhood EcoPass program that can be started by any contiguous group of residences (houses, condominiums, apartments, etc.). There is no minimum or maximum size for a neighborhood, and all full-time members of a household are eligible to receive the EcoPass.

Pricing for the Neighborhood EcoPass program is determined by a direct mail RTD survey that looks at the neighborhood's current level of RTD ridership. Based upon the survey results, a per-household rate is determined and ranges from \$80-\$250 per household. The per-household rate is then multiplied by the total number of households to determine a final contract price. Smaller neighborhoods are subject to a contract minimum of \$7,497.

RTD recommends starting the program with 30 to 70 households in the first year and expanding in subsequent years. As with the Business EcoPass program, new Neighborhood EcoPass contracts in their first year are eligible for a 60% subsidy through Boulder County and a 30% subsidy in the second year of the program.

### Free Transit Programs

The Sonoma County Board of Supervisors approved a pilot program that permits veterans and Sonoma County college students to ride Sonoma County Transit free during 2015. The program is funded by the Sonoma County general fund, and will examine the effect of a free fare program on the community, ridership, and traffic reduction near college campuses. Veterans must present a Veterans Administration (VA) identification card when boarding. College students must present a student ID. Eligible colleges in Sonoma County include Santa Rosa Junior College (Santa Rosa and Petaluma campuses), Sonoma State University, University of San Francisco (Santa Rosa campus), Empire College, and Bauman College. Figure 5-14 highlights the current promotion.

<sup>12</sup> EcoPass pricing will increase on January 1, 2016

Figure 5-14 Sonoma County Transit Free Pilot Program Promotion



Source: Sonoma County Transit (2015)

MST partners with Hartnell Community College to offer a free fare zone at the Central Salinas campus and Alisal Campus on the east side of the city. The free fare zone enables students to board for free at MST bus stops adjacent to the two campuses. Return trips to the college areas are full fare. As such, students effectively receive a 50% discount to get to and from classes. MST is reimbursed for lost revenue on a per-student basis with revenue generated from student activity fees.

### Other Pass Products, Incentives and Promotions

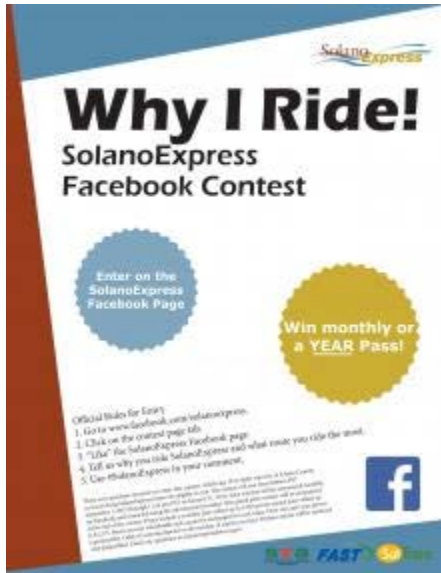
MST partners with California State University-Monterey Bay (CSUMB) for the CSUMB University Pass. The University Pass program funds expanded transit services on campus, including the CSUMB Otter Trolley.

SamTrans offers a 20% discount for groups of 25 guests or more traveling. Parties fill a ticket order form in advance to receive special tickets for their group travel.

FAST offers a number of promotions to incentivize people to ride transit. Figures 5-13 to 5-15 highlight key promotions, including a Facebook contest and Buy-One-Get-One free bus pass offer.



Figure 5-15 FAST SolanoExpress Promotion



Source: FAST (2015)

Figure 5-16 FAST School Supply Drive Promotion



Source: FAST (2015)

Figure 5-17 FAST BOGO 31-Day Pass Promotion



The poster features the FAST logo (Fairfield Area Transit) at the top left and the 511 CONTRA COSTA logo at the top right. In the center is a large circular graphic with the text "BUY ONE BOGO GET ONE". Below this, the text "31-Day Pass" and "SolanoExpress Routes 40 & 90" is displayed. A list of eligibility criteria is provided, followed by an image of two 31-day passes for Route 90 and Route 40, both priced at \$130.00 for an adult fare. A note states that the free pass will be in paper form only. Information on where to get applications and the promotion end date (June 30, 2016) is included. At the bottom, logos for Solano Express, Bay Area Air Quality Management Fund for Clean Air, Contra Costa Transportation Authority, and STA (Solano Transportation Authority) are shown.

**FAST**  
FAIRFIELD AREA TRANSIT

**511 CONTRA COSTA**

**BUY ONE  
BOGO  
GET ONE**

**31-Day Pass**  
**SolanoExpress Routes 40 & 90**

You are eligible to be a participant if you:

- Live or work in Contra Costa County
- Are 18 years of age or older
- Would otherwise drive alone to/from an employment location if SolanoExpress Routes 40 and 90 were not available
- Agree to complete a brief questionnaire to determine the effectiveness of this promotion

**Note: Free pass will be in paper form only**

If you are eligible, applications are available at:  
[www.fasttransit.org](http://www.fasttransit.org)

Promotion ends June 30, 2016  
Please see the application for promotion rules

**Solano Express**  
**BAY AREA AIR QUALITY MANAGEMENT FUND FOR CLEAN AIR**  
**CONTRA COSTA transportation authority**  
**STA**  
Solano Transportation Authority

Source: FAST (2015)

## PARATRANSIT

Each of the six agencies in the peer review also operates paratransit, or demand-response, services. Figure 5-19 describes the paratransit operating statistics for each of the transit agencies compared to Wheels. The operating statistics do not include information on taxi voucher programs.

The paratransit service offered by the peer agencies requires ADA-eligibility determination. Any resident with disabilities or inability to ride the regular fixed-route buses may apply. For all agencies, riders must pay a fare. Fare structures are described in Figure 5-20.

### Service Descriptions

Wheels Dial-A-Ride provides accessible door-to-door paratransit service to eligible people with disabilities in Livermore, Pleasanton, Dublin, and the surrounding unincorporated areas of Alameda County. Dial-A-Ride is a public shared ride transportation and available during the days and times Wheels fixed route bus service is operating. Service in Dublin and Livermore is seven days a week from approximately 4:30 a.m. to 1:30 a.m. Service in Pleasanton is provided by the City of Pleasanton and supplemented by Wheels Dial-A-Ride when Pleasanton paratransit is unable to fulfill trips or is not operating (weekdays from 4:30 a.m. to 8:00 a.m., and 5:00 p.m. to 1:30 a.m., and Sundays and holidays from 4:30 a.m. to 1:30 a.m.). Dial-A-Ride fare is \$3.50 per one-way trip, and Personal Care Attendants travel for free with fare paying customers.

Wheels brokers paratransit service at a substantial cost savings. The following table of paratransit costs from FY 2008-FY 2015 shows how the price changed when LAVTA switched to a brokerage model in FY 2012.

Figure 5-18 Wheels Dial-a-Ride Operating Costs FY 2008 - FY 2015

|      | Purchased Transportation Operating Cost | Total Dial-A-Ride Operating Cost |
|------|---|----------------------------------|
| 2008 | \$1,602,840                             | \$2,131,358                      |
| 2009 | \$1,388,541                             | \$1,882,773                      |
| 2010 | \$1,282,712                             | \$1,766,628                      |
| 2011 | \$1,259,448                             | \$1,719,889                      |
| 2012 | \$1,011,438                             | \$1,173,171                      |
| 2013 | \$1,064,120                             | \$1,133,961                      |
| 2014 | \$1,194,535                             | \$1,276,106                      |
| 2015 | \$1,480,075                             | \$1,505,505                      |

Source: LAVTA

Sonoma County Paratransit is offered to persons whose disabilities prevent them from using fixed route public transit. Paratransit operators are required by the ADA to service areas within  $\frac{3}{4}$  of a mile of their respective public fixed-route service. Service is provided within the incorporated areas of Sonoma County, the greater Santa Rosa Area, and within the following communities: Windsor, Sebastopol, Sonoma, Sonoma Valley, Cotati, Rohnert Park, Rio Nido, Guerneville, Monte Rio, Duncans Mills, and Occidental. The service operates weekdays from 5:00 a.m. to 11:00 p.m., and Saturday and Sunday from 7:00 a.m. to 9:00 p.m. Fares are \$2.50 for the first



zone, and \$1.15 for each additional zone. In addition to paying exact cash fare, passengers may buy tickets online or at the Sonoma County Transit's office.

DART is the ADA paratransit complement to Fairfield and Suisun Transit's (FAST) local fixed routes, and serves the  $\frac{3}{4}$  mile surrounding area of public fixed-route service. DART operates during the same hours as FAST, from approximately 6:00 a.m. to 8:30 p.m. on weekdays, and approximately 9:00 a.m. to 6:30 p.m. on Saturday. Fares within Fairfield and Suisun City are \$3.50; fares to and from Vacaville are \$5.50. Personal Care Attendant can travel for free, while other companions must pay regular fare. DART also offers a \$35.00 stored value pass for 10 local one-way trips, which does not provide a discount but provides ease of use.

MST RIDES provides ADA paratransit service to the  $\frac{3}{4}$  mile surrounding area of MST's public fixed-route service. MST RIDES ADA Paratransit provides service throughout the Monterey Peninsula, Carmel, Carmel Valley, Salinas, Chualar, Gonzales, Greenfield, Soledad, and King City, and operates the same hours as MST. Fares are \$3 for trips 2.7 miles and less, \$5 for trips between 2.7 miles and 19.7 miles, and \$7 for trips over 19.7 miles. Passengers may pay exact cash fare, or buy ticket books (book of 30 \$1 tickets, or book of 10 \$5 tickets) by phone, mail, online, or three customer service locations.

LINK is County Connection's paratransit service serving the communities of Concord, Pleasant Hill, Martinez, Walnut Creek, and Clayton and operates when fixed route services operate (weekdays from 4:00 a.m. to 11:00 p.m., and weekends from 7:00 a.m. to 10:30 p.m.). Additionally, LINK provides ADA service on behalf of BART during certain hours (Monday-Friday from 4:00 a.m. to 6:00 a.m. and 10:00 p.m. to 12:00 a.m.; Saturday from 6:00 a.m. to 8:30 a.m. and 7:30 p.m. to midnight). One-way fare County Connection LINK trip is \$4.00. LINK offers an advance fare payment system, where individuals may mail a check to County Connection LINK with a minimum of \$50. LINK trips are automatically deducted from the amount in the account. If the balance falls to \$25 or below, the passenger will be notified by telephone or mail.

SamTrans' paratransit services are provided by Redi-Wheels and RediCoast. Redi-Wheels serves the Bayside of San Mateo County and Pacifica, while RediCoast serves the Coastside of San Mateo County south of Pacifica. Redi-Wheels and RediCoast also serve the Stonestown and Highway 101 Corridor of San Francisco and some areas of Palo Alto, including Stanford Medical Center and the Veterans Administration Medical Center. Redi-Wheels operates daily from 5:30 a.m. to midnight, while RediCoast runs daily from 6:00 a.m. to 9:00 p.m. One-way trips are \$3.75. Lifeline fares are available at a reduced fare of \$1.75 for people who receive supplemental security income, general assistance, or Medi-Cal. Participants must fill an application to determine eligibility for Lifeline fares. Paratransit customers can ride all scheduled SamTrans fixed-route buses for free by showing their Redi-Wheels or RediCoast card.

East Bay Paratransit provides services for the AC Transit service area, and runs the same days and times as AC Transit buses or BART trains. Fares are distance based, where trips up to 12 miles are \$4.00, trips between 12 and 20 miles are \$6.00, and trips above 20 miles are \$7.00. East Bay Paratransit also provides service to and from San Francisco, with fares ranging from \$6.00 to \$10.00 depending on the zone. Standing orders can be made as well.

**Figure 5-19 Paratransit Operating Statistics**

|                         | Wheels Dial-A-Ride   | Sonoma County Paratransit | DART        | MST RIDES   | LINK        | Redi-Wheels and RediCoast | East Bay Paratransit |
|-------------------------|----------------------|---------------------------|-------------|-------------|-------------|---------------------------|----------------------|
| Peak Vehicles (by mode) | 16                   | 25                        | 7           | 27          | 55          | 86                        | 189                  |
| Annual Revenue Hours    | 26,809               | 32,076                    | 11,849      | 59,768      | 74,093      | 159,285                   | 408,835              |
| Annual Revenue Miles    | 200,561              | 492,981                   | 193,741     | 1,031,712   | 1,208,228   | 2,105,135                 | 6,396,827            |
| Annual Boardings        | 44,741               | 39,109                    | 23,174      | 105,942     | 154,945     | 252,058                   | 716,684              |
| Annual Operating Cost   | \$1,133,961          | \$2,156,674               | \$1,219,908 | \$3,139,487 | \$5,125,995 | \$11,443,670              | \$36,781,318         |
| Annual Passenger Fares  | \$173,817            | \$147,050                 | \$85,653    | \$184,728   | \$478,120   | \$709,660                 | \$2,690,478          |
| Farebox Recovery Ratio  | 0.15                 | 0.07                      | 0.07        | 0.06        | 0.09        | 0.06                      | 0.07                 |
| Cost/Revenue Hour       | \$44.96              | \$67.24                   | \$102.95    | \$52.53     | \$69.18     | \$71.84                   | \$89.97              |
| Cost/Passenger          | \$26.94              | \$55.15                   | \$52.64     | \$29.63     | \$33.08     | \$45.40                   | \$51.32              |
| Passengers/Revenue Hour | 1.67                 | 1.22                      | 1.96        | 1.77        | 2.09        | 1.58                      | 1.75                 |
| Subsidy/Passenger       | \$23.05              | \$51.39                   | \$48.94     | \$27.89     | \$29.99     | \$42.58                   | \$47.57              |
| Average Fare/Passenger  | \$3.89 <sup>13</sup> | \$3.76                    | \$3.70      | \$1.74      | \$3.09      | \$2.82                    | \$3.75               |

Source: LAVTA and National Transit Database (2013) (<http://www.ntdprogram.gov/ntdprogram/data.htm>)

<sup>13</sup> Wheels average fare per passenger includes revenue received from BART paratransit contract fares. BART paratransit fares are paid based on time on the vehicle rather than per passenger.

**Figure 5-20 Demand Response Fare Structure**

|                                     | Wheels<br>Dial-A-<br>Ride                   | Sonoma<br>County<br>Paratransit                                | DART   | MST<br>RIDES  | LINK  | Redi-<br>Wheels<br>and<br>RediCoast               | East Bay<br>Paratransit  |
|-------------------------------------|---|--|--|---|---|---|--|
| Paratransit<br>Eligible             | \$3.50                                      | \$2.50 for<br>first zone;<br>\$1.15 for<br>additional<br>zones | \$3.50 for<br>local.<br>\$5.50 for<br>intercity. | \$3 for <<br>2.7 mi. \$5<br>for 2.7 to<br>19.7 mi. \$7<br>for > 19.7<br>mi. | \$4.00                                      | \$3.75 for<br>one-way.<br>\$1.75 for<br>Lifeline. | \$4 for <12<br>mi. \$6 for<br>12-20 mi.<br>\$7 for > 20<br>mi. Fees<br>range from<br>\$6 to 10 for<br>service<br>to/from SF. |
| Multiplier of<br>Adult Base<br>Fare | 1.75  | 2 +  | 1.7 for<br>local. 1-2<br>for<br>intercity.       | Varies  | 2   | Varies,<br>from none<br>to 1.9                    | Varies,<br>from 2+   |
| Personal<br>Care<br>Attendant       | Free  | Free   | Free   | Free  | Free  | Free  | Free   |
| Additional<br>Guests                | Same fare<br>as<br>paratransit<br>passenger | Same fare<br>as<br>paratransit<br>passenger.                   | Same fare<br>as<br>paratransit<br>passenger      | Same fare<br>as<br>paratransit<br>passenger                                 | Same fare<br>as<br>paratransit<br>passenger | Same fare<br>as<br>paratransit<br>passenger       | Same fare<br>as<br>paratransit<br>passenger  |
| <b>Pass Books</b>                   |   |  |  |   |   |   |  |
| 10 Ride                             | \$35  | N/A  | \$35   | N/A   | N/A   | \$37.50   | N/A  |
| Discount %                          | 0   | N/A  | 0  | N/A   | N/A   | 0   | N/A  |
| 20 Ride                             | N/A   | N/A  | N/A  | N/A   | N/A   | N/A   | N/A  |
| Discount %                          | N/A   | N/A  | N/A  | N/A   | N/A   | N/A   | N/A  |
| Other                               | N/A   | N/A  | N/A  | Book of 30<br>\$1 tickets<br>or book of<br>10 \$5<br>tickets.               | N/A   | N/A   | Book of 10<br>\$4 tickets<br>or book of<br>10 \$1<br>tickets.  |

Source: Agency websites (2015)

## Performance Measures

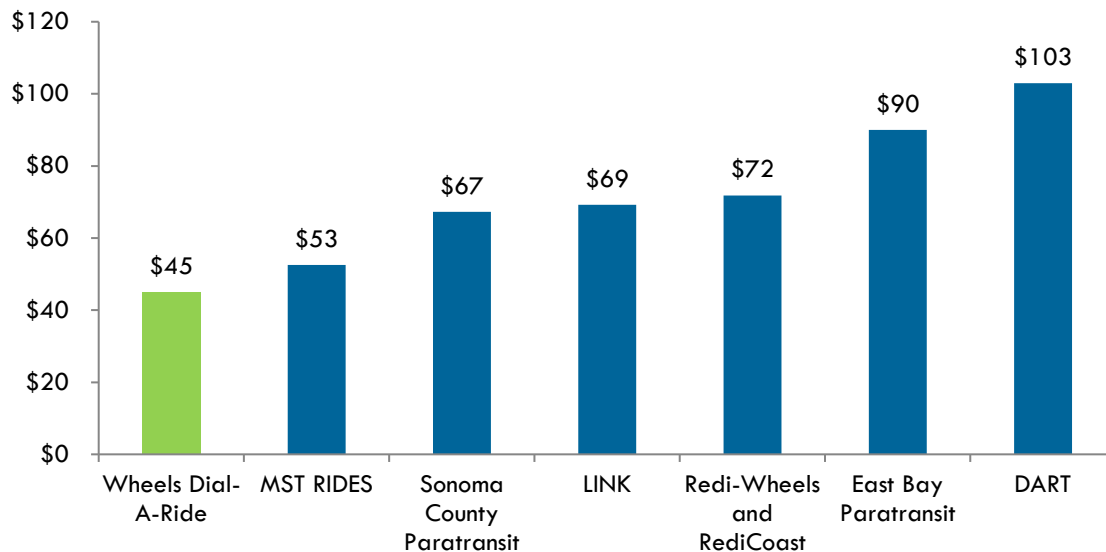
The peer agencies provide a wide range of ADA service levels within their communities. Service ranges from 11,849 revenue hours (DART) to 408,835 revenue hours (East Bay Paratransit) per year. Wheels Dial-A-Ride provides the second-least Paratransit service with 26,809 revenue hours annually.

In terms of operating costs per revenue hour, Wheels Dial-A-Ride is the most cost effective of its peers, at \$44.96 per hour compared to peer systems like LINK at \$69.18 per hour and DART at \$102.95 per hour. Wheels Dial-A-Ride also has the least cost per passenger, at \$26.94 per passenger, compared to the median of \$45.40 per passenger for Redi-Wheels and RediCoast, and \$55.15 per passenger for Sonoma County Paratransit.

It follows that the Wheels Dial-A-Ride has the greatest farebox recovery ratio compared to its peers, at 14%. The median farebox recovery ratio for peer agencies is 7%. Subsidy per passenger for Wheels Dial-A-Ride is also the lowest among peer agencies, at \$23.05.

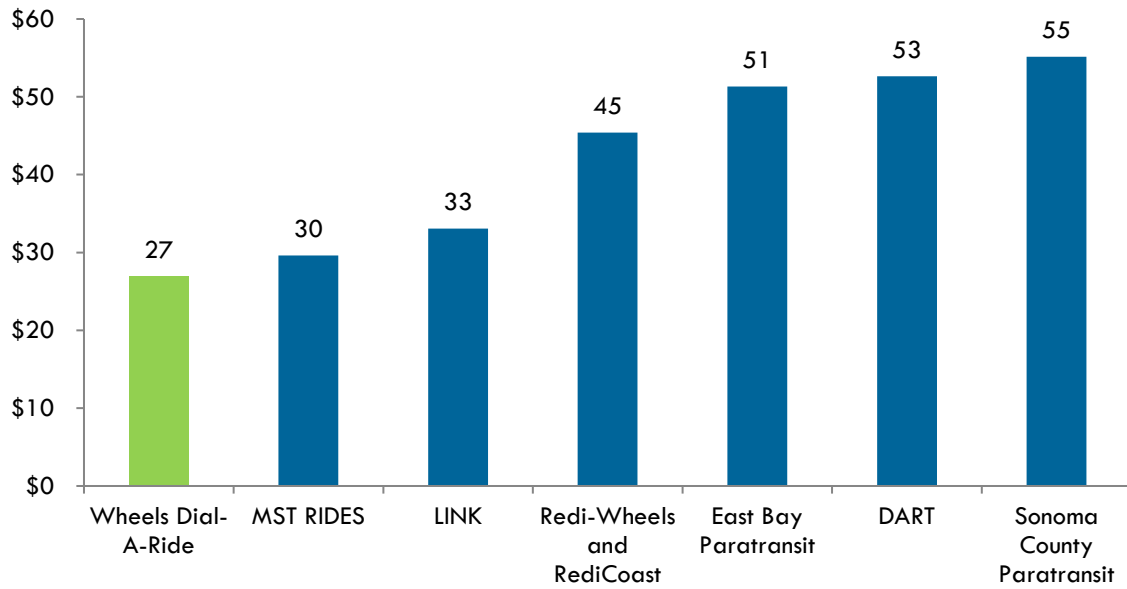
Figure 5-21 to Figure 5-25 detail more performance measures for Wheels Dial-A-Ride and its peer paratransit agencies.

Figure 5-21 Cost per Revenue Hour - Demand Response



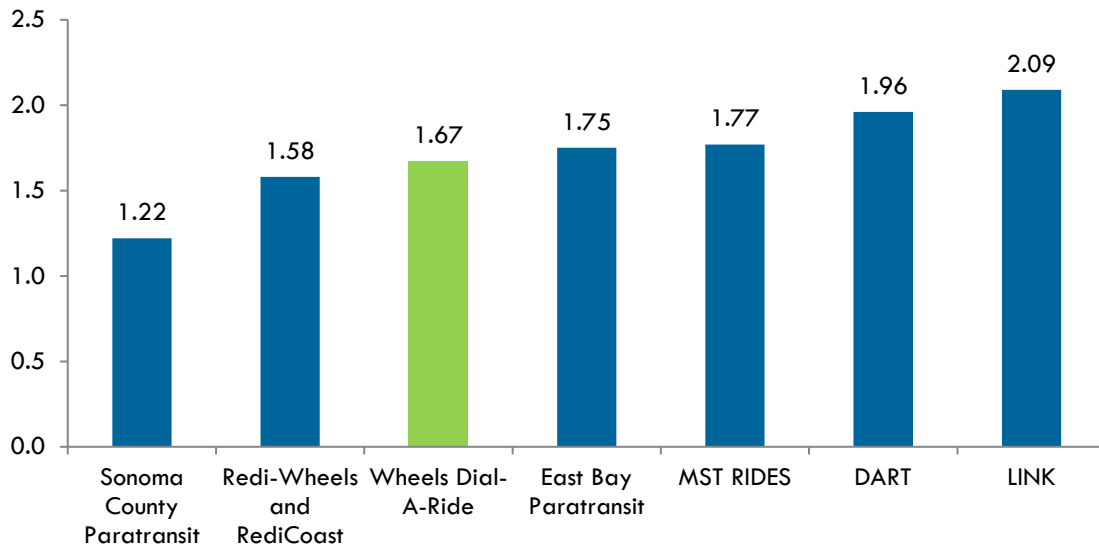
Source: LAVTA and National Transit Database (2013)

**Figure 5-22 Cost per Passenger - Demand Response**



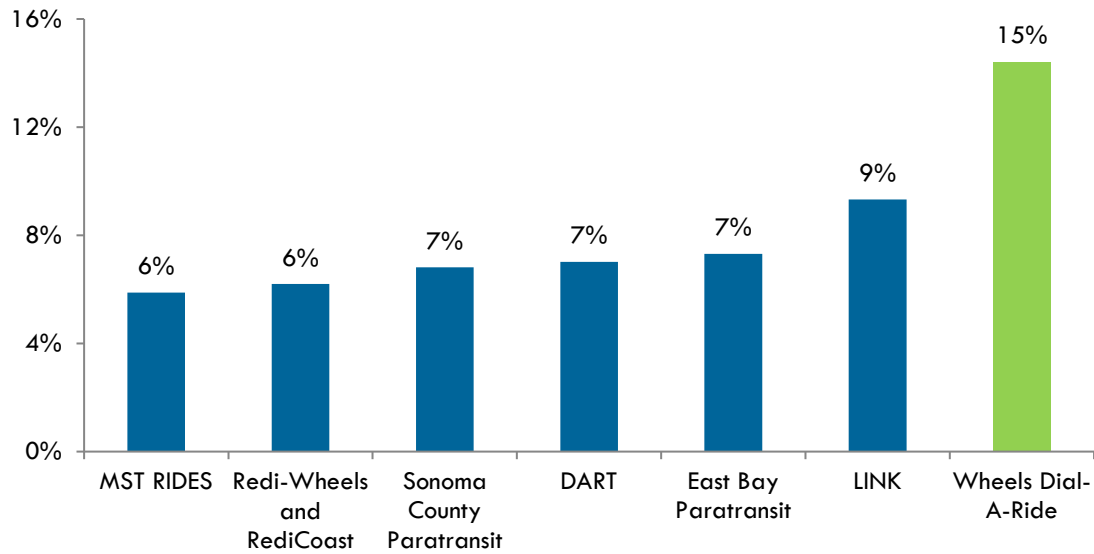
Source: LAVTA and National Transit Database (2013)

**Figure 5-23 Passengers per Revenue Hour - Demand Response**



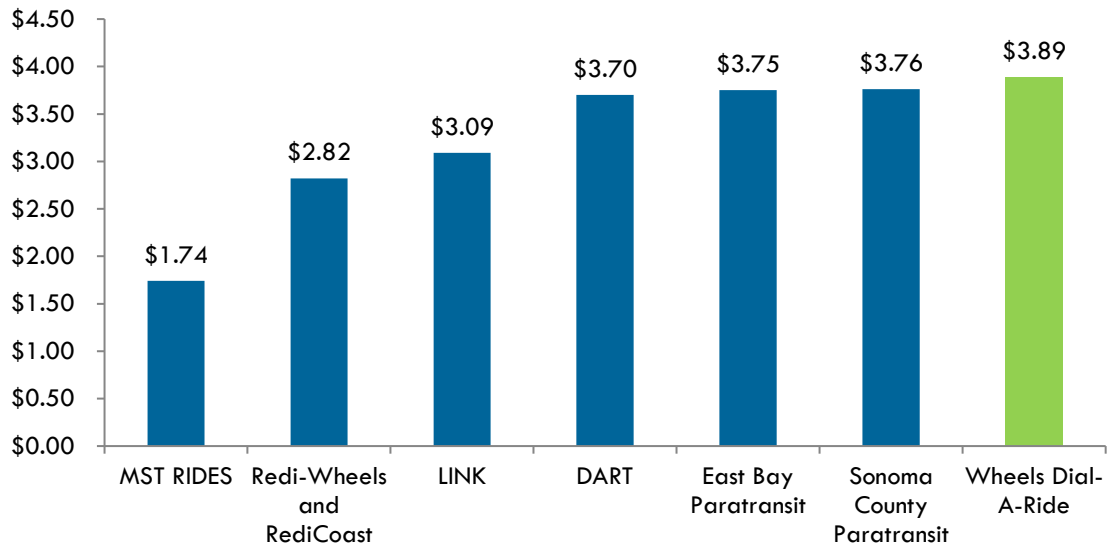
Source: LAVTA and National Transit Database (2013)

**Figure 5-24 Farebox Recovery Ratio - Demand Response**



Source: LAVTA and National Transit Database (2013)

**Figure 5-25 Average Fare per Passenger - Demand Response**



Source: LAVTA and National Transit Database (2013)

## SUMMARY OF PEER FINDINGS

This chapter provides an in-depth review of key fare policies and findings from six transit agencies serving Northern California, with the majority operating in the San Francisco Bay Area. The peer agencies were selected based on various attributes, including service area, service population, operating characteristics, and feedback from LAVTA staff. The following is a high-level summary of the key findings:

- Wheels is the only transit agency among its peers that operates with a flat fare system for all routes. Other peer agencies offer distance based pricing by zone, or different fare tiers for regular and express or premium services. The distance-based or tiered fare system is likely attributed to large service areas. FAST, SamTrans, and County Connection, which serve smaller areas, all have two fare tiers for their local and premium express or commuter routes. Implementing a fare for similar types of premium service could be an option for LAVTA.
- Wheels' transfer policies are comparable to half of the peer agencies, where local-to-local bus transfers are free for two hours. Other peer agencies have opted for day passes instead of transfers.
- More than two dozen transit agencies operate in the San Francisco Bay Area, making transfers particularly complex. Clipper helps address this by offering one transit smart card. Transfers are still complicated, but most operator-to-operator transfers offer some form of discount or credit.
- Wheels' monthly pass price is approximately 30 times the base fare, which is on the lower side but overall comparable among peers. The Senior/Disabled Monthly Pass is currently priced lowest among peers.
- Most peers provide some form of discounted pass product in the form of a 10-ride, 20-ride, or weekly pass.
- Some, but not all peers, have some type of institutional-level pass such as an employer-focused, residential complex-focused, or college-focused pass product. The pass programs are based on the number of employees, residential units, or students.
- In terms of performance metrics, Wheels has low operating costs compared to its peers. However, Wheels' average fare per passenger is the second lowest among the peer group.
- Wheels Dial-A-Ride is more productive than peer paratransit systems, operating at a much lower cost per passenger and cost per revenue hour. Additionally, Wheels Dial-A-Ride farebox recovery ratio is the highest among peers. At the same time, the multiplier for Wheels Dial-A-Ride fares is lower than peer levels.

## 6 FARE CONCEPTS

The purpose of this chapter is to revisit the key findings from previous chapters and introduce a range of fare concepts for further analysis and review.

**Fare concepts** are strategies that may be used to meet the goals and objectives described in Chapter 1. However, concepts are preliminary. Some concepts may continue on to be further refined as part of an alternatives package while others will not. **Fare scenarios** are more specific and combine select concepts that can be compared against one another. Chapter 7 describes four specific scenarios that are analyzed against one another. Chapter 8 (Recommendations) brings together various concepts to make a final fare policy and structure recommendation.



The following fare concepts were considered as part of the evaluation process in this study:

- **Encourage Simplicity.** Overall, LAVTA's fare policies should seek to be simple and easy to use for passengers.
- **Implement Day Pass Option with Appropriate Multiplier.** A new day pass option will be offered for \$3.75 as part of Clipper implementation. However, the multiplier for this pass will be less than twice LAVTA's regular cash fare—extremely inexpensive compared to industry practice. In turn, the agency should advocate for a day pass that is priced with a more reasonable multiplier and at least twice the regular adult fare.
- **Eliminate Free Transfers.** The introduction of a day pass eliminates the need for free transfers by providing customers with fare savings on their second trip of the day.
- **Eliminate FareBuster Tickets.** In keeping with industry practice, Wheels could eliminate paper FareBuster tickets and leverage Clipper implementation to move passengers to greater use of fare cards. Clipper cards can be preloaded with cash to provide an equivalent means for pre-paying for rides without having to buy a 30-day pass. As an additional consideration, some systems provide a small discount for loading a large number of trips or amount of cash as an incentive for passengers to move away from cash payments.
- **Revise Bulk Pass Policies.** Wheels should move away from collecting revenue from employers based solely on the level of service provided. The new revenue calculation should include a fee for the number of employees or residents, regardless of usage.
- **Modify Pass Prices.** The multiplier for regular monthly passes is currently 30, 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. According to Federal



rules, a discount on non-peak period cash fares only is required; additional pass discounts are simply a community benefit. Discounting passes more than cash fares should be evaluated.

- **Increase Demand Response Fare.** While demand response farebox recovery was higher than peer agencies, Wheels could consider increasing the fare for demand response service to twice the regular fixed-route fare in keeping with industry standard. Furthermore, an increase in demand response fares may help shift a proportion of riders to fixed-route service, which is substantially less expensive to operate.
- **Modify Youth/Student Fares.** A number of peer agencies have a discounted youth/student fare in addition to reduced fares for the elderly and people with disabilities. LAVTA currently has a “youth” fare category; however, the single-ride fare is priced the same as the regular adult fare. Introduction of Clipper provides an opportunity to facilitate pass distribution. Furthermore, Alameda County Transportation Commission (Alameda CTC) is currently developing a pilot program to examine student transportation and develop various effective options to meet specific student and school site needs within Alameda County. Integration with this program could be beneficial for LAVTA to better serve student populations.
- **Add Regional Express Fare Category.** Wheels could consider a separate category for premium regional express service on Route 70X.

## 7 FARE SCENARIOS

Specific concepts related to potential fare structure and pricing changes were developed to evaluate potential impacts to Wheels ridership and revenue. The four scenarios assume no increase to the base fare (\$2) since the existing fare is currently in line with the regular adult fares charged by peer agencies.

### FARE MODEL

As a strategy to help understand the potential ridership and revenue impacts of scenarios developed for evaluation, a fare model has been developed providing order of magnitude ridership and revenue estimates for each scenario.

### Model Approach and Assumptions

The fare model developed for this project is based on existing ridership and revenue data (FY 2016) and assumptions on average fare per passenger for each LAVTA fare product. This information is then used as a baseline to understand order of magnitude changes to fare revenues as a result of pricing changes.

Consumption of transit, like other goods and services, reacts to cost. Significant research over time has examined the sensitivity of transit ridership to fare increases. In transit, the standard measurement of sensitivity to fare changes means that for every 10% increase in fares, ridership will decrease by 3% (and vice-versa).

As such, elasticity factors are common in fare modeling, as they define the price sensitivity of riders to fare changes. An elastic factor suggests a larger change in ridership relative to a fare change. An inelastic factor suggests a relatively small change in ridership relative to a fare change. The model has been structured to use a relatively inelastic factor (-0.33) which is consistent with industry standards for regular fares. Additionally, the model incorporates a “reduced” elasticity factor (-0.21) to account for observations associated with student, elderly, and disabled patrons. Using these elasticity factors, ridership changes (on a fare product basis) are determined from the proposed fare increase or decrease. A new average fare for each fare product is also calculated from the percentage change in the fare product price. Finally, multiplying the new ridership estimate by the new average fare produces a revenue estimate for that fare product.

It should be cautioned that any estimation model is an approximation based on a set of assumptions and is highly dependent on accurate data inputs to ensure quality outputs. The fare model bases ridership and revenue changes strictly on price variation. Qualitative factors such as customer simplicity or other factors are not considered here, but are certainly factors in reality that influence ridership and revenue levels. Based on the perceived simplicity gains, it is likely that ridership benefits in each alternative are understated. As a result, the findings in this memo

are simply estimates but offer a valuable means to compare different alternatives against one another.

## FARE SCENARIOS

### Scenario 1

#### Eliminate Transfers and Replace with Day Pass

In this scenario, all transfer trips (trips requiring more than one bus to reach a final destination) require a passenger to pay per individual boarding, purchase a day pass, or purchase an unlimited-ride pass (such as the East Bay Monthly Pass). This alternative assumes that the day pass is priced at \$3.75. The base fare would remain at \$2, and a set of 10 FareBuster tickets would continue to be available for \$16. In this scenario, it is assumed that 100% of passengers currently utilizing transfers switch to a day pass product. This includes passengers currently using transfers coupled with both cash fares and FareBuster tickets.

Figure 7-1 Scenario 1 Evaluation Fare Structure

|   | Existing Fare | Proposed Fare |
|---|---------------|---------------|
| Regular Fare                            | \$2.00        | \$2.00        |
| Senior/Disabled                         | \$1.00        | \$1.00        |
| FareBuster Ticket (Sold as 10 for \$16) | \$1.60        | \$1.60        |
| Kids Under 6                            | Free          | Free          |
| LAVTA Transfer                          | Free          | -             |
| Day Pass                                | -             | \$3.75        |
| East Bay Monthly Pass                   | \$60.00       | \$60.00       |
| Senior/Disabled Monthly Pass            | \$18.00       | \$18.00       |

#### Day Pass Price Modeling

For sake of comparison, a review of the implications of different day pass prices was conducted. This scenario still includes removal of transfers. Fare levels were modeled at \$3.75, \$4.00, \$4.50, and \$5.00. As shown in Figure 7-2, ridership losses are estimated at less than 3%, depending on price level. Revenue increases are anticipated to range from 14% to 16%. If LAVTA seeks to move passengers to Clipper rather than paper day pass products, a paper pass price of \$4.00 or more is a potential strategy to encourage use of the Clipper product—per existing local agreement, the Clipper day pass will be priced at \$3.75.

Figure 7-2 Day Pass Price Modeling

| Day Pass Cost | Change in Annual Ridership | Ridership Percent Change | Change in Annual Revenue | Revenue Percent Change |
|---------------|----------------------------|--------------------------|--------------------------|------------------------|
| \$3.75        | -22,100                    | -1.3%                    | \$315,800                | 15.7%                  |
| \$4.00        | -27,100                    | -1.6%                    | \$310,500                | 15.5%                  |
| \$4.50        | -36,900                    | -2.2%                    | \$299,700                | 14.9%                  |
| \$5.00        | -46,700                    | -2.8%                    | \$289,000                | 14.4%                  |

## Findings

Scenario 1 represents the greatest potential opportunity for revenue increases (up to 16%) but may result in a decrease in existing ridership of up to 3%. However, it should be noted that the model does not account for potential increases in overall ridership associated with a forced shift to an unlimited pass product. Research suggests that a forced shift from transfers to a day pass can actually produce both ridership and revenue gains.

## Scenario 2

### Eliminate FareBuster Tickets and Replace with Day Pass

In this scenario, paper FareBuster tickets are eliminated, requiring a passenger to pay per individual boarding, purchase a day pass, or purchase a monthly pass. This alternative assumes that the day pass is priced at \$3.75. The base fare would remain at \$2. Based on the current distribution of fare product usage and transfers, it is assumed that 55% of passengers currently utilizing FareBuster tickets will switch to a regular adult fare, 33% switch to a day pass, and 12% will switch to the East Bay Monthly Pass.

Figure 7-3 Scenario 2 Evaluation Fare Structure

|   | Existing Fare | Proposed Fare |
|---|---------------|---------------|
| Regular Fare                            | \$2.00        | \$2.00        |
| Senior/Disabled                         | \$1.00        | \$1.00        |
| FareBuster Ticket (Sold as 10 for \$16) | \$1.60        | -             |
| Kids Under 6                            | \$0.00        | \$0.00        |
| LAVTA Transfer                          | \$0.00        | \$0.00        |
| Day Pass                                | -             | \$3.75        |
| East Bay Monthly Pass                   | \$60.00       | \$60.00       |
| Senior/Disabled Monthly Pass            | \$18.00       | \$18.00       |

## Findings

Based on model outputs for Scenario 2, the change in ridership is a decrease of 1.3% and results in a 3.1% increase in revenue. As with Scenario 1, the model does not account for potential increases

in ridership associated with a forced shift to an unlimited pass product and may result in additional ridership and revenue gains than represented in the model.

## Scenario 3

### Modify Senior/Disabled Monthly Pass Price

This scenario maintains most elements of the existing fare structure, but modifies the price of the East Bay Monthly Pass and Senior/Disabled Monthly Pass. The East Bay Monthly Pass multiplier is currently 30 times the base fare, which is on the lower side but overall comparable among peers. The Senior/Disabled Monthly Pass is currently priced lowest among peers. In this scenario, the East Bay Monthly Pass would increase in price from \$60 to \$70, for a multiplier of 35. The Senior/Disabled Monthly Pass would increase in price from \$18 to \$25, a multiplier of 25. The base fare would remain at \$2, and the Senior/Disabled cash fare would remain at \$1.

Figure 7-4 Scenario 3 Evaluation Fare Structure

|   | Existing Fare | Proposed Fare |
|---|---------------|---------------|
| Regular Fare                            | \$2.00        | \$2.00        |
| Senior/Disabled                         | \$1.00        | \$1.00        |
| FareBuster Ticket (Sold as 10 for \$16) | \$1.60        | \$1.60        |
| Kids Under 6                            | \$0.00        | \$0.00        |
| LAVTA Transfer                          | \$0.00        | \$0.00        |
| East Bay Monthly Pass                   | \$60.00       | \$70.00       |
| Senior/Disabled Monthly Pass            | \$18.00       | \$25.00       |

### Senior/Disabled Monthly Pass Price Modeling

For sake of comparison, the Senior/Disabled Monthly Pass was modeled at three different price points—\$20, \$25, and \$30. In this scenario, it is assumed that the East Bay Monthly Pass pricing remains at the current level (\$60). The results from each fare level are shown in Figure 7-5. Each fare level results in a slight ridership loss. Pricing the Senior/Disabled Monthly Pass at \$20, \$25, or \$30 would generate a small amount of additional annual revenue (approximately 1% or less).

Figure 7-5 Senior/Disabled Monthly Pass Price Modeling

| Senior/Disabled Monthly Pass Cost | Change in Annual Ridership | Ridership Percent Change | Change in Annual Revenue | Revenue Percent Change |
|-----------------------------------|----------------------------|--------------------------|--------------------------|------------------------|
| \$20                              | -2,300                     | -0.1%                    | \$4,300                  | 0.2%                   |
| \$25                              | -7,900                     | -0.5%                    | \$14,000                 | 0.7%                   |
| \$30                              | -13,600                    | -0.8%                    | \$22,000                 | 1.1%                   |

## Findings

Scenario 3 represents minimal ridership and revenue benefits, with an estimated 0.2% increase in fare revenue and 0.1% decrease in ridership based on a Senior/Disabled Monthly Pass priced at

\$20. The relatively muted impacts of this scenario are likely due to low existing monthly pass usage. Thus, any change in price on the fare products would impact few existing riders.

## Scenario 4

### Modify Youth Fare

This scenario also maintains most elements of the existing fare structure but modifies the price of the youth one-way fare. Currently, youth ages 6 to 18 pay a regular adult fare. In this scenario, the Youth fare category would be grouped with Senior/Disabled fares to create an overall Discounted Fare of \$1. The base fare for adults would remain at \$2. Pass prices would remain the same as the existing cost.

Figure 7-6 Scenario 4 Evaluation Fare Structure

|  | Existing Fare | Proposed Fare |
|--|---------------|---------------|
| Regular Fare                               | \$2.00        | \$2.00        |
| Discounted Fare<br>(Youth/Senior/Disabled) | \$2.00        | \$1.00        |
| FareBuster Ticket (Sold as 10 for \$16)    | \$1.60        | \$1.60        |
| Kids Under 6                               | \$0.00        | \$0.00        |
| LAVTA Transfer                             | \$0.00        | \$0.00        |
| East Bay Monthly Pass                      | \$60.00       | \$60.00       |
| Senior/Disabled Monthly Pass               | \$18.00       | \$18.00       |

### Findings

Scenario 4 represents the greatest reduction in fare revenue, with an estimated 14.2% decrease. Potential ridership gains are estimated at 1.9%. While revenue is not a benefit in this scenario, LAVTA may choose to pursue this policy as an overall benefit to the community.

## Scenario 5

### Modify Regional Express Fare

LAVTA offers peak-only regional express service on Route 70X to connect passengers to multiple BART stations in the service area. As discussed previously, fares for premium service at peer agencies range from approximately \$2.25 to \$5.75 per one-way trip. This scenario investigates the ridership and revenue implications of increasing the fare on premium regional express service from \$2.00 to \$3.50. This scenario assumes that all passengers pay a regular cash fare and does not account for ridership and revenue associated with pass purchases.

**Figure 7-7      Scenario 5 Evaluation Fare Structure**

|   | Existing Fare | Proposed Fare |
|---|---------------|---------------|
| Regular Fare                            | \$2.00        | \$2.00        |
| Senior/Disabled                         | \$1.00        | \$1.00        |
| FareBuster Ticket (Sold as 10 for \$16) | \$1.60        | \$1.60        |
| Regional Express Fare                   | \$2.00        | \$3.50        |
| Kids Under 6                            | \$0.00        | \$0.00        |
| LAVTA Transfer                          | \$0.00        | \$0.00        |
| East Bay Monthly Pass                   | \$60.00       | \$60.00       |
| Senior/Disabled Monthly Pass            | \$18.00       | \$18.00       |

### **Findings**

Scenario 5 results in an estimated 0.8% decrease in annual fixed-route ridership and a 1.7% increase in fare revenue due to increasing regional express cash fares from \$2.00 to \$3.50. This fare increase would serve to bring LAVTA's premium service offering in line with pricing at peer agencies.

## **Scenario 6**

### **Allow One Transfer within a Two-Hour Window**

Scenario 6 evaluates the impacts of allowing only one free transfer within a two-hour period as opposed to unlimited transfers within the same timeframe. This scenario assumes that all passengers taking trips that currently require more than one transfer<sup>14</sup> would pay an additional regular one-way cash fare to complete their trip.

It should be noted that time-specific transfer data was not available from the LAVTA on-board survey. Some passengers requiring three or more transfers to complete their trip may already incur a fare as a result of total trip time taking longer than the two-hour transfer window—however, this information was not captured within available data. Therefore, revenue impacts may be somewhat overstated in this scenario.

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<sup>14</sup> According to data available from the on-board survey conducted as part of the LAVTA COA

**Figure 7-8      Scenario 6 Evaluation Fare Structure**

|   | Existing Fare | Proposed Fare |
|---|---------------|---------------|
| Regular Fare  | \$2.00        | \$2.00        |
| Senior/Disabled                                     | \$1.00        | \$1.00        |
| FareBuster Ticket (Sold as 10 for \$16)             | \$1.60        | \$1.60        |
| Kids Under 6  | \$0.00        | \$0.00        |
| LAVTA Transfer ( <u>One</u> within Two-Hour Window) | \$0.00        | \$0.00        |
| East Bay Monthly Pass                               | \$60.00       | \$60.00       |
| Senior/Disabled Monthly Pass                        | \$18.00       | \$18.00       |

### **Findings**

In Scenario 6, it is estimated that requiring additional fare payment for making more than one transfer within a two-hour window would generate an additional 6.0% in annual revenue and a 1.7% decrease in annual fixed-route ridership. However, as discussed previously, revenue benefits may be somewhat overstated due to lack of time-specific transfer data available from the on-board survey.



## FARE SCENARIO SUMMARY

Figure 7-9, Figure 7-10, and Figure 7-11 highlight estimated ridership and revenue changes on a monthly basis according to the three scenarios. As discussed previously, Scenario 1 offers the greatest potential for increased revenue.

Figure 7-9 Scenario Annual Ridership and Revenue Impacts

| Scenario  | Change in Annual Ridership | Ridership Percent Change | Change in Annual Revenue | Revenue Percent Change |
|---|----------------------------|--------------------------|--------------------------|------------------------|
| Scenario 1A: Eliminate Transfers and Add Day Pass (\$3.75)    | -22,100                    | -1.3%                    | \$315,800                | 15.7%                  |
| Scenario 1B: Eliminate Transfers and Add Day Pass (\$4.00)    | -27,100                    | -1.6%                    | \$310,500                | 15.5%                  |
| Scenario 1C: Eliminate Transfers and Add Day Pass (\$4.50)    | -36,900                    | -2.2%                    | \$299,700                | 14.9%                  |
| Scenario 1D: Eliminate Transfers and Add Day Pass (\$5.00)    | -46,700                    | -2.8%                    | \$289,000                | 14.4%                  |
| Scenario 2: Eliminate FareBuster Tickets and Add Day Pass     | -21,300                    | -1.3%                    | \$62,700                 | 3.1%                   |
| 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%                   |

Note: In FY16, Wheels annual fixed-route ridership was 1,648,604, and passenger fare revenue was \$2,007,023.

Figure 7-10 Scenario Annual Ridership and Revenue Impacts (Actual Change)

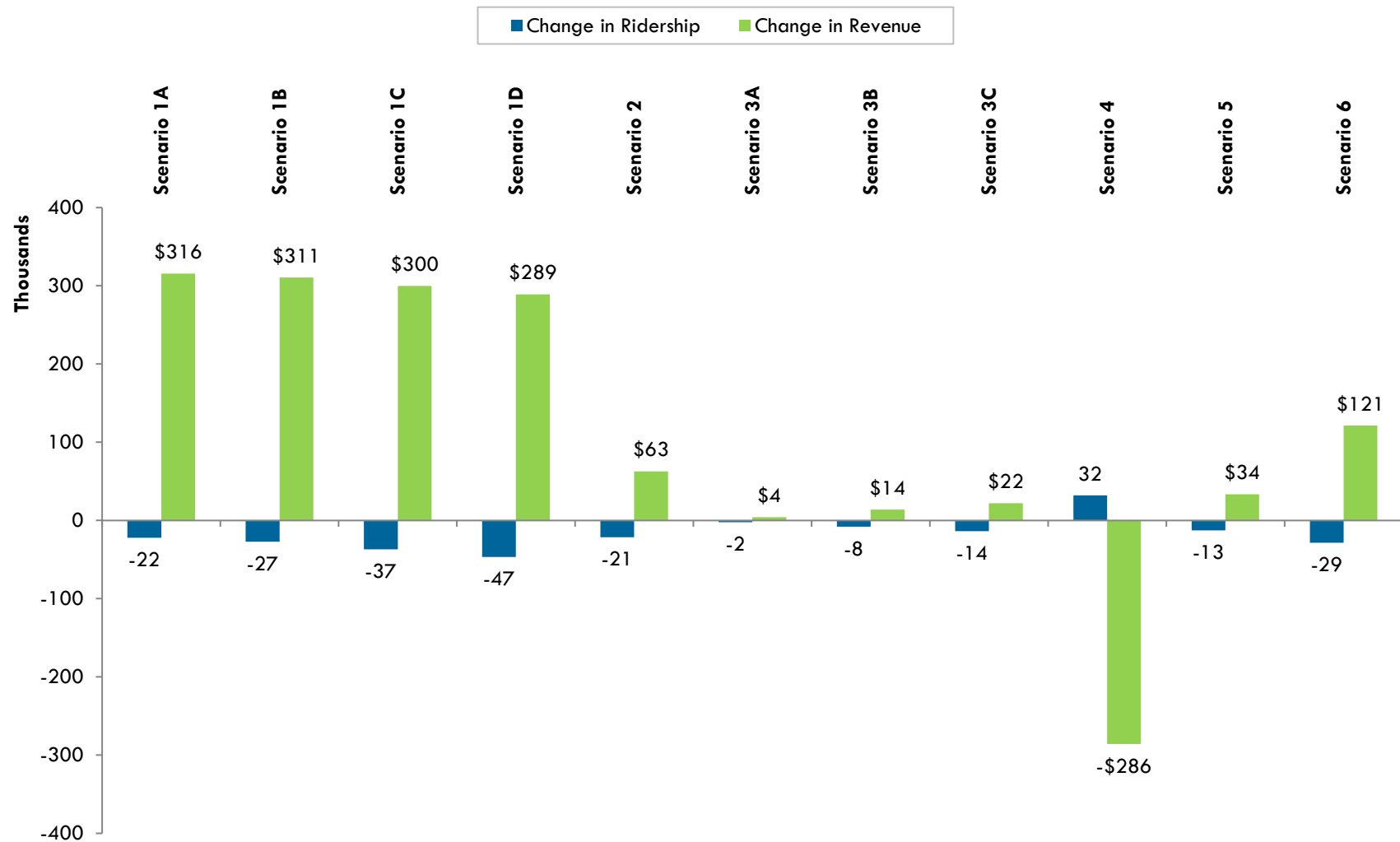
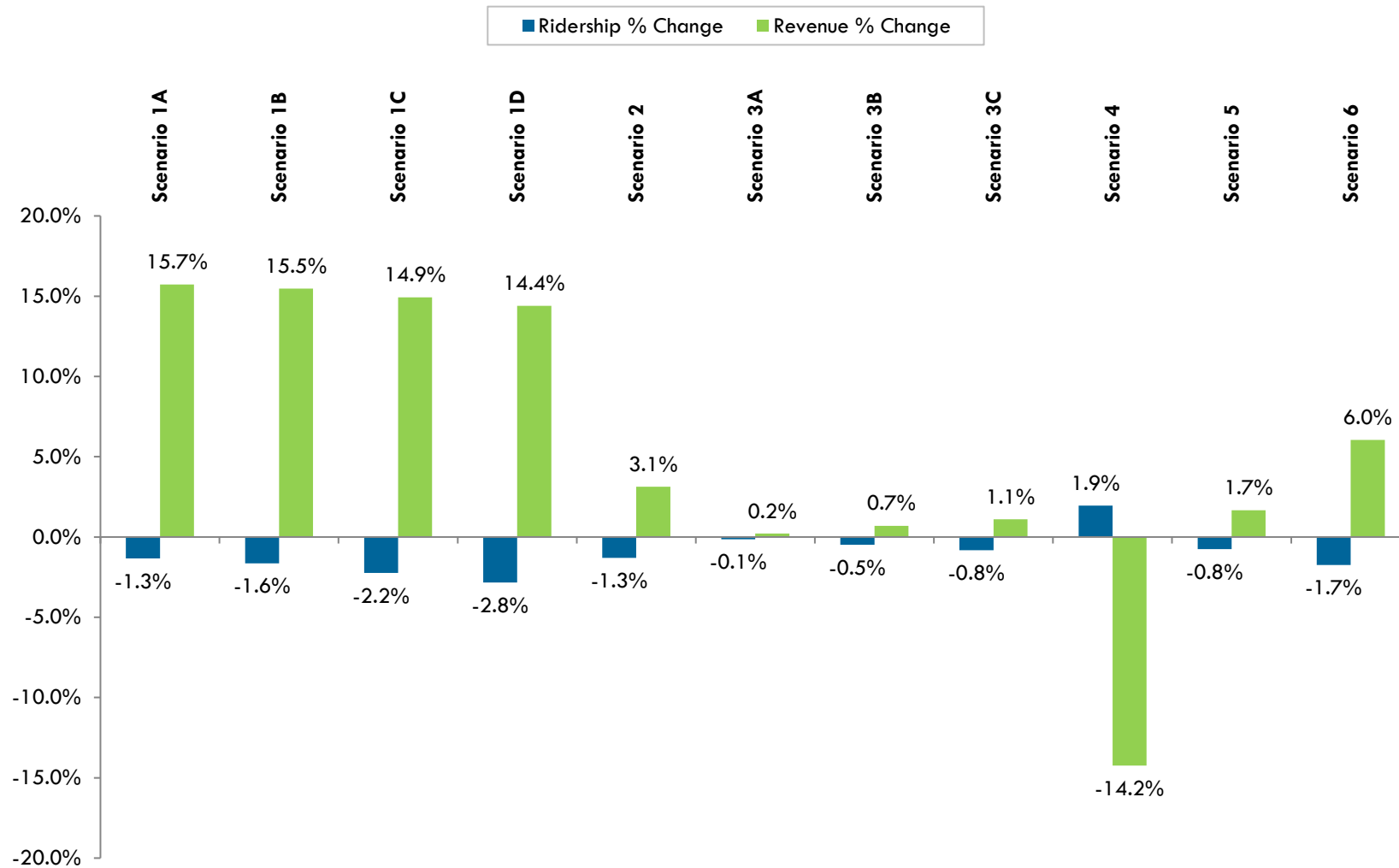


Figure 7-11 Scenario Annual Ridership and Revenue Impacts (Percent Change)



## DEMAND RESPONSE FARE SCENARIO

### Increase Demand Response Fare

The ridership and revenue impacts of increasing the demand response fare to twice the regular fixed-route fare—in keeping with industry standard—were also analyzed. Existing fares for demand response service are \$3.50, and the proposed fare in this scenario is \$4.00, which is twice the regular cash fare.

It should be noted that the fare elasticity is less for demand response services than fixed-route services because many of these passengers are seniors and/or persons with disabilities who rely heavily on paratransit. As such, these individuals' demand would be considered fare inelastic<sup>15</sup>.

Figure 7-12 Demand Response Evaluation Fare Structure

|                      | Existing Fare | Proposed Fare |
|----------------------|---------------|---------------|
| Demand Response Fare | \$3.50        | \$4.00        |

### Findings

The demand response fare scenario accounts for demand response ridership and revenue only. This scenario results in an estimated 2% decrease in annual demand response ridership and an increase in fare revenue of nearly 12% (as shown in Figure 7-13, Figure 7-14, and Figure 7-15). Though demand response service is more price inelastic than fixed-route service, increasing demand response fares may have an additional benefit of helping to shift some passengers to more cost effective fixed-route service.

Figure 7-13 Scenario Annual Ridership and Revenue Impacts

|                          | 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%                  |

Note: In FY16, demand response ridership and fare revenue were 53,401 and \$232,526, respectively.

<sup>15</sup> A fare elasticity of -0.16 was used as part of the demand response fare analysis, as derived from TCRP Report 95 Chapter 6: Demand Responsive/ADA Traveler Responses to Transportation System Changes, page 6-29.

Figure 7-14 Demand Response Scenario Annual Ridership and Revenue Impacts (Actual Change)

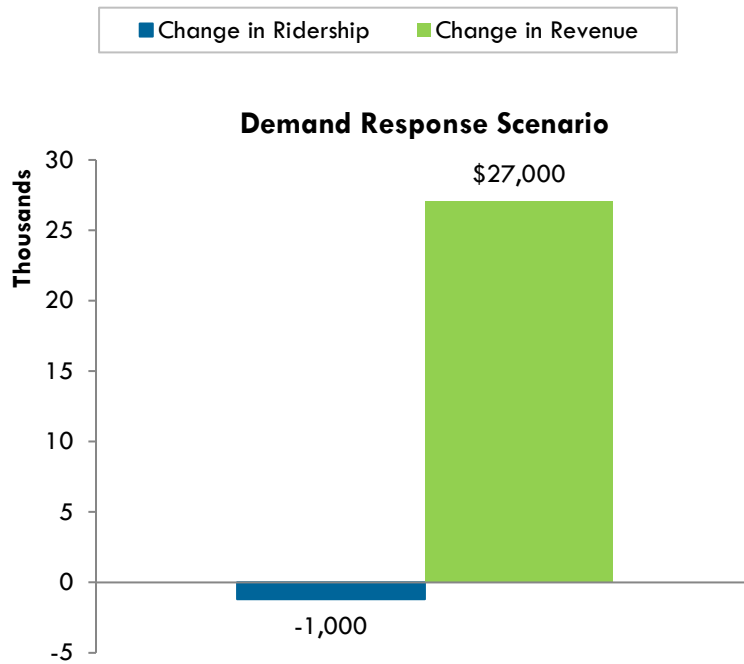
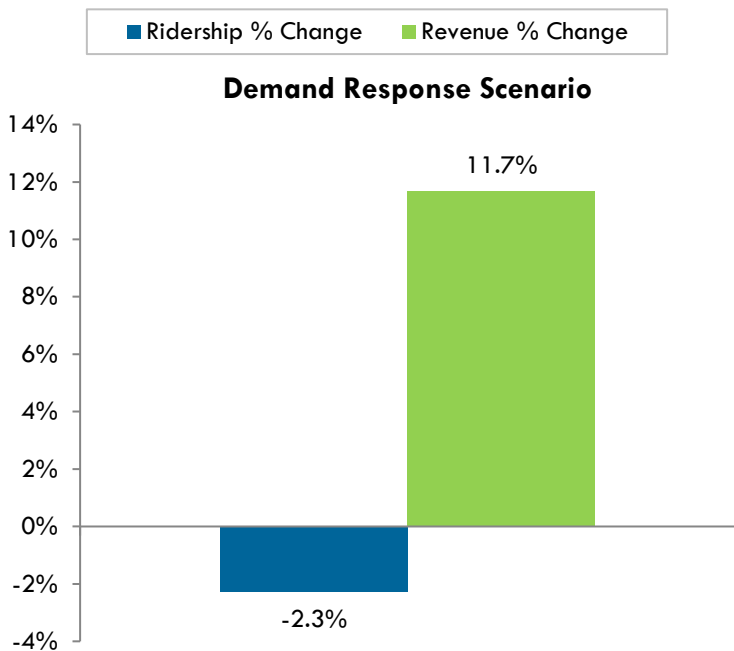


Figure 7-15 Demand Response Scenario Annual Ridership and Revenue Impacts (Percent Change)



## 8 FARE RECOMMENDATIONS

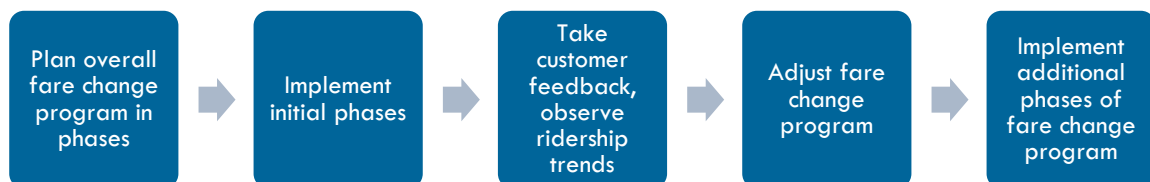
The final chapter culminates the findings—quantitative, qualitative, and from the fare modeling effort—to establish a set of fare policy, pricing and product recommendations for LAVTA. The recommendations come from a combination of the concepts described in Chapter 6 and fare scenarios analyzed in Chapter 7. The recommendations are divided into three general categories:

- **Organizational Policies:** Recommendations relate to internally adopted policies or procedures that relate to fare collection.
- **Fare Programs:** Recommendations pertain to revised or new fare programs such as bulk pass sales and Clipper.
- **Pricing and Fare Products:** Recommendations relate to specific fare products offered to the riding public and pricing of those products.

### Phasing of Major Fare Changes

As part of updating existing fare policy and pricing, LAVTA should consider the following approach for implementation (Figure 8-1).

Figure 8-1 Phased Approach to Implementing Larger Fare Changes



## ORGANIZATIONAL POLICIES

### Establish Guidelines for Fare Increases

**Recommendation:** Establish and adopt guidelines for fare increases based on fare analysis guidance.

Several factors need to be considered when raising fares, ranging from how fares are perceived by the transit riding public, whether they are “in-line” with peer agencies, to what is the “appropriate” ratio between passenger fares and operating costs. In the future, LAVTA should consider a transparent fare increase policy that enables more regular fare increases to stay in-line with inflation and other revenue related trends.

The following guidelines are provided for LAVTA's consideration:

- On a semi-annual basis, LAVTA should review the average fare and subsidy per passenger, and the farebox recovery ratio for transit services when developing the annual operating budget. If all three ratios are declining and costs to operate the service are increasing, consider a fare adjustment.
- LAVTA should monitor the local consumer price index and if increases are greater than 5% in any given year, consider increasing fares to keep pace with inflation.
- Monitor and track use of all passes and if there is a significant drop in sales with any fare product, consider a fare adjustment for that product. Similar to an underperforming route, underperforming fare products should be evaluated for adjustments or elimination.
- For all future fare increases, pass product prices should be rounded to the nearest dollar. Single-ride prices and/or day pass products should be rounded to the nearest quarter.
- Fuel prices should be considered as part of a fare adjustment policy. However, given the volatility in fuel prices, it may be difficult to use average cost of fuel as a consistent barometer for a fare increase policy.
- "Across the board" fare increases are simple and transparent, but will often create disproportionate impacts. These types of fare increases should be avoided unless supported by evidence that the strategy meets specific goals at the time of evaluation.
- These guidelines assume that service levels would remain constant. Fare increases paired with service level increases may be warranted assuming support exists for both. Fare increases paired with service cuts should be avoided when possible.
- "Premium" services, or services that offer a competitive time or comfort advantage over vehicle or transit alternatives, should continue to be considered for pricing at a higher level to differentiate the product.

## FARE PROGRAMS

### Implement ECO Pass Programs at Major Institutions

**Recommendation:** *Determine tiered ECO Pass pricing structure based on the number of employees, residential units, or students combined with transit level of service.*

An ECO Pass program provides a participating organization free or deeply discounted transit rides for a financial guarantee. These programs are slightly different than pass sales since they often assume that 100% of an organization's members are eligible for the program whether or not they regularly use public transportation. The benefit to major institutions is that a well-designed program provides a simple, packaged solution to help solve transportation access issues to their organization. These types of programs can be implemented in different ways, but the most common financial contribution approaches include the following:

- Contribution determined by current employees, residential units, students, etc. as reported by the participating organization (fee may be different for students, faculty, or staff at a university)
- Contribution determined by ridership

- Annual fixed fee (same price, regardless of institution size or usage)

Depending on institution or city goals, further incentives could be provided to help reduce vehicle congestion in and around the campus/employment area. For institutions that manage internal campus parking or transportation policies, price breaks or further transit discounts could be provided based on an institution's efforts to reduce vehicle trips through parking management and pricing. Similarly, programs like bicycle sharing and carsharing could further reduce vehicle trips and may warrant further transit discounts.

### Potential ECO Pass Pricing Structure

LAVTA currently has an agreement in place as part of the Hacienda ECO Pass Program with a fee that is determined by level of service. It is recommended that the existing programs as well as future ECO pass programs shift to determining contributions based on the number of employees, residential units, or students combined with level of service. As discussed previously, examples from AC Transit and Denver RTD offer best practices for structuring employer pass programs, including volume discounts based on employer size. LAVTA should work to develop a pricing structure that can be applied to the entire service area as well as Hacienda Business Park.

A potential pricing structure for ECO Pass is presented below (Figure 8-2). LAVTA will need to conduct additional analysis to determine appropriate price points as well as applicable level of service classifications.

Figure 8-2 Illustrative ECO Pass Pricing Structure

| Cost per Employee per Year |                     |                           |                |                  |                   |                       |                  |
|----------------------------|---------------------|---------------------------|----------------|------------------|-------------------|-----------------------|------------------|
| Service Level              | Number of Employees | Contract Minimum Per Year | 1-24 Employees | 24-249 Employees | 250-999 Employees | 1,000-1,999 Employees | 2,000+ Employees |
| High                       | 1-10                | \$1,500                   | \$120          | \$105            | \$90              | \$75                  | \$60             |
|                            | 11-20               | \$3,000                   |                |                  |                   |                       |                  |
|                            | 21+                 | \$3,600                   |                |                  |                   |                       |                  |
| Medium                     | 1-10                | \$1,200                   | \$105          | \$90             | \$75              | \$60                  | \$45             |
|                            | 11-20               | \$2,400                   |                |                  |                   |                       |                  |
|                            | 21+                 | \$3,000                   |                |                  |                   |                       |                  |
| Low                        | 1-10                | \$900                     | \$85           | \$75             | \$65              | \$50                  | \$40             |
|                            | 11-20               | \$1,800                   |                |                  |                   |                       |                  |
|                            | 21+                 | \$2,400                   |                |                  |                   |                       |                  |

Note: Illustrative ECO Pass Pricing Structure is derived from peer agency pricing at AC Transit and Denver RTD.

### Advocate for Increased Day Pass Pricing

As part of Clipper implementation, a variety of negotiations with neighboring transit agencies determined pricing of a day pass product at \$3.75—less than twice the amount of LAVTA's one-way cash fare. Proposed day pass pricing on Clipper represents a significant discount on the cash fare and monthly fare products. As such, LAVTA should advocate for the ability to set a day pass price that better aligns with the agency's fare structure.

LAVTA currently does not have the ability to print paper (non-Clipper) day passes with its existing fareboxes. If LAVTA updates its fareboxes, it has the ability to price a day pass without needing to coordinate with Clipper partners. However, to reduce the use of paper products and



encourage Clipper use, if a paper pass is introduced, it should be priced higher than the Clipper day pass. A suggested price point would be \$4.00, which is double the cost of a regular cash fare round trip.

## **Evaluate Success of Student Pass Pilot Program**

Families and individuals are increasingly burdened with the growing cost of providing transportation to school. This is due to larger financial and economic circumstances such as reduced funding for student transportation to school, transit fare increases, and changing patterns of student commutes.

LAVTA implemented four new student transit passes as part of an FY 2017 pilot program that allows students at selected schools to ride Wheels for free. At the conclusion of the pilot program, LAVTA should evaluate its success and determine the potential for permanent implementation.

## **FARE PRODUCTS AND PRICING**

This section describes recommendations for modifying existing fare products and pricing. Figure 8-3 provides an overview of the recommended fare structure and a proposed interim option for fare increases. Figure 8-4, Figure 8-5, and Figure 8-6 provide an overview of ridership and revenue impacts. The recommended fare structure results in approximately 4% ridership loss and an 15% increase in revenue, while the interim option results in approximately 3% ridership loss and 14% increase in revenue.

### **Eliminate FareBuster Tickets**

As described previously, paper passes are often prone to abuse due to ease of duplicating fare material. Industry standard generally favors a shift away from paper products towards contactless cards to address fare evasion. In keeping with best practices as well as the fact that LAVTA's recently-purchased fareboxes cannot accept this fare product, LAVTA should eliminate FareBuster tickets as a method to increase fare revenue.

### **Eliminate Free Transfers**

The availability of a regional day pass eliminates the need for LAVTA to provide free transfers. Currently on Clipper, a day pass discount is automatically applied when a customer pays \$3.75 in one day (\$1.75 for senior/disabled riders) and allows them to ride free for the rest of the day.

Two of LAVTA's peer agencies have adopted day use passes in lieu of transfers, which help reduce fraud and encourages a shift towards the Clipper card system. As part of this recommendation, day passes should be available via Clipper and at the farebox.

LAVTA is in the process of upgrading farebox technology to allow for the capability to issue day pass products. As such, implementation of this recommendation will need to be phased to occur in conjunction with the completed installation of new fareboxes.

### **Increase Demand Response Fare**

Demand response service is expensive to operate—according to the peer analysis conducted as part of this study, subsidy per passenger can range from approximately \$20 to \$50. LAVTA currently charges a fare of \$3.50 per trip for paratransit service. In keeping with peers and

industry standards, LAVTA should increase the cost of demand response cash fares to \$4.00 per trip, or twice the cost of the base fare on fixed-route services. Cost for the 10-ride pass book should correspondingly increase to \$40.

According to the fare modeling analysis, there is potential for an increase in demand response fare revenue of nearly 12% and a ridership decrease of approximately 2%. While demand response services are typically less elastic than fixed-route services because many of these passengers are seniors and/or persons with disabilities who rely on these services, increasing demand response fares may have an additional benefit of helping to shift some passengers to less expensive fixed-route service. As such, anticipated ridership decreases serve as a benefit in addition to increased revenue to help offset the high cost of paratransit service.

### **Increase Senior/Disabled Monthly Pass Cost**

LAVTA's Senior/Disabled Monthly Pass is currently priced the lowest among similar products offered by peer agencies. While ridership and revenue benefits are anticipated to be minimal as part of this recommendation (an estimated change of less 1%), it is recommended that LAVTA increase the Senior/Disabled Monthly Pass cost to \$30 to bring the pass multiplier more closely in line with peer agencies. An optional interim fare increase to \$22 dollars could be utilized to lessen the impact of such a large fare increase at once while still raising revenues by an estimated 14% (compared to 14.6% with a \$30 pass). Particularly in conjunction with the increase in demand response fares, it is important for the pass to remain at a price point that is attractive for senior and disabled passengers, especially since some may currently choose to take advantage of more cost effective fixed-route services as opposed to demand response service.

**Figure 8-3 Recommended Fare Products and Pricing**

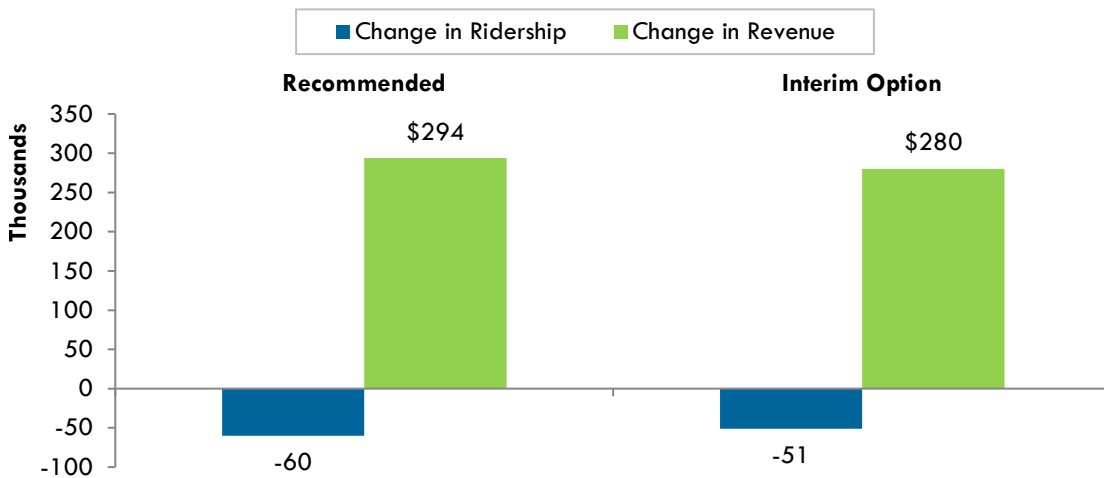
| Fare Products   | Existing Fare | Recommended Fare                |
|---|---------------|---------------------------------|
| <b>Single-Ride Products</b>   |               |                                 |
| Adults/Youth Regular Fare   | \$2.00        | \$2.00                          |
| Discounted Fare (Senior/Disabled)   | \$1.00        | \$1.00                          |
| Transfers (From Wheels, County Connection or ACE/BART to Wheels)                                | FREE/\$1.00   | -                               |
| Children under age 6 when accompanied by a fare paying passenger                                | FREE          | FREE                            |
| Eligible employees and family members/dependents with applicable ID                             | FREE          | FREE                            |
| <b>Pass Products</b>  |               |                                 |
| FareBuster 10-ride tickets<br>(Adults and Youths aged 6 through 18 Monthly 10 Ride Book/Script) | \$16.00       | -                               |
| Day Pass*<br>(One-Day Unlimited Rides Pass)   | -             | \$4.00                          |
| East Bay Monthly Pass<br>(Regular Monthly (Calendar) Unlimited Rides Pass)                      | \$60.00       | \$60.00                         |
| Senior/Disabled Monthly Pass<br>(Senior Citizens Monthly (Calendar) Unlimited Rides Pass)       | \$18.00       | \$30.00 (\$22 interim increase) |
| <b>Clipper Card Passes</b>  |               |                                 |
| Regular Monthly (Rolling 31 Day) Unlimited Rides Pass   | \$60.00       | \$60.00                         |
| Senior Citizens Monthly (Rolling 31 Day) Unlimited Rides Pass                                   | \$18.00       | \$30.00 (\$22 interim increase) |
| Disabled Persons Monthly (Rolling 31 Day) Unlimited Rides Pass                                  | \$18.00       | \$30.00 (\$22 interim increase) |
| Day Pass Accumulator Regular*   | \$3.75        | \$3.75                          |
| Day Pass Accumulator Senior/Disabled  | \$1.75        | \$1.75                          |
| <b>Dial-A-Ride</b>  |               |                                 |
| Cash Fare   | \$3.50        | \$4.00                          |
| Companions accompanying passenger   | \$3.50        | \$4.00                          |
| Dial-A-Ride 10 tickets  | \$35.00       | \$40.00                         |
| Personal Care Attendants (PCA) traveling with fare paying passenger                             | FREE          | FREE                            |

\* As mentioned previously, LAVTA should advocate for an increase in day pass pricing to at least twice the regular adult fare.

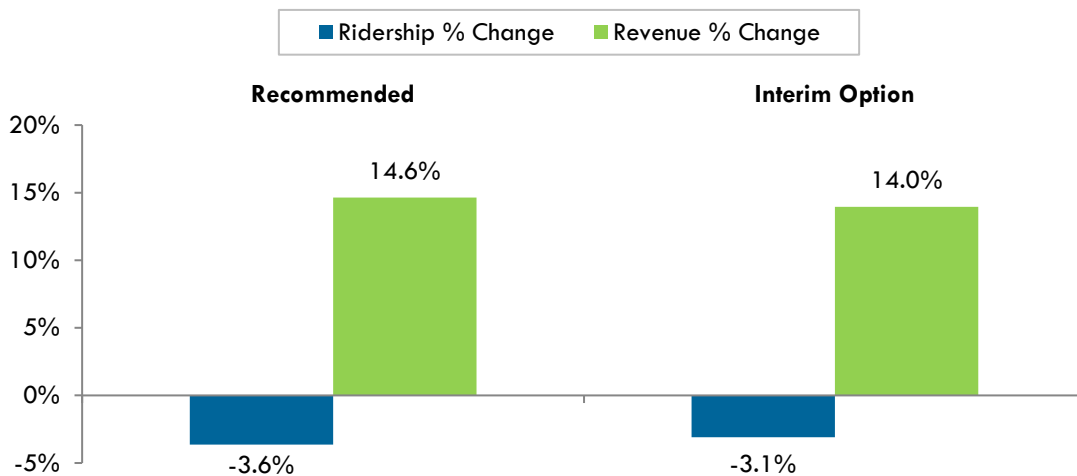
**Figure 8-4 Recommended Fixed-Route Fare Structure Annual Ridership and Revenue Impact Summary**

| Recommendation   | Change in Annual Ridership | Ridership Percent Change | Change in Annual Revenue | Revenue Percent Change |
|--|----------------------------|--------------------------|--------------------------|------------------------|
| Recommended Option 1: Eliminate Transfers, Add Day Pass (\$3.75/\$1.75), Eliminate FareBuster Tickets (except Youth), Modify Senior/Disabled Monthly Pass Price (\$30) | -60,000                    | -3.6%                    | \$293,900                | 14.6%                  |
| Interim Option: Eliminate Transfers, Add Day Pass (\$3.75/\$1.75), Eliminate FareBuster Tickets (except Youth), Modify Senior/Disabled Monthly Pass Price (\$22)       | -51,000                    | -3.1%                    | \$280,200                | 14.0%                  |

**Figure 8-5 Recommended Fixed-Route Fare Structure Annual Ridership and Revenue Impacts (Actual Change)**



**Figure 8-6 Recommended Fixed-Route Fare Structure Annual Ridership and Revenue Impacts (Percent Change)**



## SUMMARY OF RECOMMENDATIONS

The most significant recommendations for service relate to fare products and pricing. LAVTA should implement the proposed fare structure, including elimination of FareBuster tickets, elimination of free transfers, as well as price increases for demand response fares, senior/disabled monthly passes. Figure 8-7 provides a summary of recommendations developed as part of the LAVTA fare study.

Figure 8-7      Fare Recommendations Summary

| Fare Recommendations      |   |
|---------------------------|---|
| Organizational Policies   | Establish and adopt guidelines for fare increases based on fare analysis guidance.  |
| Fare Programs             | Implement ECO pass programs at major institutions; determine ECO Pass contributions based on the number of employees, residential units, or students. LAVTA should advocate for an increased cost of day passes to better align with the regular adult fare, as well as evaluating success of the Student Pass Pilot Program. |
| Pricing and Fare Products | Implement proposed fare structure including eliminating FareBuster tickets, elimination of free transfers, increasing demand response fare, and increasing senior/disabled monthly pass cost.   |

# **AGENDA**

## **ITEM 7**

## EXECUTIVE DIRECTOR'S REPORT

June 2018

### May Ridership on Fixed Routes

May 2018 ridership on the fixed route system was up 8.2% over last year and May of 2016, a nice indication that ridership is responding to the improved quality of service.

### SmartTrips Program

During the month of May the SmartTrips Travel Advisors were out visiting residents on Dublin Blvd and sharing information about transportation options, including the Rapid. More than 1,168 households engaged with the Travel Advisors.



### Kick-Off/Media Event for SAV Project

June 22<sup>nd</sup> is the kick off/media event for the agency's Shared Autonomous Vehicle project in Dublin. A great deal of staff time is being spent on preparations for the event and near future testing.



### Q'Pod

A passenger who uses a mobility device came to the Board of Directors to report on an issue with the Q'Pod devices on the buses. In both April of 2018 and July 2017 the Q'Pod straps had to be cut in order to release the passenger and device.

The mobility device being used is oversized and has a high level of gravity. The user adjusted storage on the device to allow for easier access to the straps. Additionally, in May our Contractor staff invited the user to come to the monthly safety meetings so that all drivers could be shown the proper way to secure the device. No additional problems have arisen with this rider and the Q'Pod system.

### Triennial Audit

The agency's Triennial Audit is scheduled for the week of July 10<sup>th</sup>. This is a comprehensive audit of the transit system and agency, and has been a key focus of staff over the past several months.

### Attachments

1. Management Action Plan w/Updates
2. Board Statistics
3. FY19 Upcoming Items

# FY2018 Goals, Strategies and Projects

Last Updated – June 20, 2018

## MANAGEMENT ACTION PLAN (MAP)

| Goal: Service Development<br><br>Strategies (those highlighted in bold indicate highest Board priority)<br>1. <b>Provide routes and services to meet current and future demand for timely/reliable transit service</b><br>2. Increase accessibility to community, services, senior centers, medical facilities and jobs<br>3. <b>Optimize existing routes/services to increase productivity and response to MTC projects and studies</b><br>4. <b>Improve connectivity with regional transit systems and participate in BART to Livermore project</b><br>5. Explore innovative fare policies and pricing options<br>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"> <li>Receive draft Long Range Plan from Nelson/Nygaard</li> <li>Present final draft to Board</li> <li>Approval</li> </ul> | DP    | Projects/ Services | Apr 2018<br><br>May 2018<br><br>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.  |            |
| Comprehensive Paratransit Assessment   | <ul style="list-style-type: none"> <li>Award of Contract</li> <li>Public Outreach</li> <li>Approval of Recommendations</li> </ul>                           | DP    | Projects/ Services | Nov 2016<br><br>Jun 2017<br><br>Jun 2018 | → Nelson/Nygaard awarded contract. Public meetings held in June. LAVTA Board presentation made in September. Second round of workshops completed in November. City of Pleasanton analyzing data with near future meeting set on May 11th. <u>City cancelled meeting. Awaiting new date to meet.</u> | X<br><br>X |
| Fare Study   | <ul style="list-style-type: none"> <li>Draft Fare Study</li> <li>Public Hearings</li> <li>Board Approval</li> </ul>   | DP    | Projects/ Services | May 2017<br><br>Sept 2018                | → Draft Fare Study for fixed route complete. F&A reviewed in May. Decision made to hold study results to see ridership trends on fixed route and paratransit study fare recommendations. <u>Nelson/Nygaard updated Fare Study. Committees to consider in</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> |
|--|---|--------------|------------------------|----------------------------------|--|------------------|
|  |   |              |                        | Oct 2018                         | <u>June, Public Hearings in September.</u>   |                  |
| Three Queue Jumps On Dublin Blvd                           | <ul style="list-style-type: none"> <li>Award contract for queue jump</li> <li>Finish project</li> </ul>                 | DP           | Projects/ Services     | Jul 2016<br>Oct 2017             | → Board awarded contract queue jump project in March. Some delays in project. Currently 75% completed. Queue jumps are operational.  | X<br>X           |
| Transit Signal Priority Upgrade Project in Rapid Corridors | <ul style="list-style-type: none"> <li>Engineering Work</li> <li>Finish Project</li> </ul>                              | DP           | Projects/ Services     | Oct 2017<br>Dec 2018             | → Grant by TVTAC approved. Board approved MOU with Pleasanton. Board approved engineering contract with Kimley Horn. Project currently in design phase. <u>Equipment to be ordered in summer for fall/winter install.</u>  |                  |
| Go Dublin Discount Program                                 | <ul style="list-style-type: none"> <li>Get clearance from FTA</li> <li>Implement</li> <li>Results of Program</li> </ul> | DP           | Projects/ Services     | Nov 2016<br>Dec 2016<br>May 2018 | → Program providing approximately 1,000 rides/month. Two mailings to residents accomplished. Study of program behind schedule due to data sharing delays. Fehr & Peers to present final findings in June. Board provided direction to staff to include Go Dublin in FY 2019 budget. <u>Contracts for FY2019 being signed with providers in June to continue project.</u> | X<br>X<br>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"> <li>Develop RFP</li> <li>Award Contract</li> </ul>                               | DP           | Project/ Services      | Oct 2017<br><br>Mar 2018                  | → Three proposals received. Interviews conducted on 25 <sup>th</sup> . Best and final proposals submitted. Board awarded in March. Legal reviewed contract. Contract signed.   | X<br><br>X          |
| Dublin Service Plan  | <ul style="list-style-type: none"> <li>RFP advertised</li> <li>Contractor Award</li> <li>Recommendations</li> </ul> | DP           | Projects/ Services     | Nov 2017<br><br>Jan 2018<br><br>June 2018 | → Several proposals received. Nelson/Nygaard awarded contract. Data collection being performed. Project workshop held in March. Over 600 surveys completed. Plan reviewed in committee in April. <u>Board approved in May.</u> | X<br><br>X<br><br>X |
| <p><i>Goal:</i> Marketing and Public Awareness</p> <p><i>Strategies (those highlighted in bold indicate highest Board priority)</i></p> <ol style="list-style-type: none"> <li><b>1. Continue to build the Wheels brand image, identity and value for customers</b></li> <li>2. Improve the public image and awareness of Wheels</li> <li>3. Increase two-way communication between Wheels and its customers</li> <li><b>4. Increase ridership, particularly on the Rapid, to fully attain benefits achieved through optimum utilization of our transit system</b></li> <li>5. Promote Wheels to New Businesses and residents</li> </ol> |   |              |                        |   |  |                     |
| <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"> <li>Place easy to access Commuter Info on homepage</li> </ul>                    | MKT MGR      | Projects/ Services     | Nov 2017                                  | → Better way to BART info landing page and button to be installed on website in November. Working on informative maps and info for this section.   | X                   |
|  | <ul style="list-style-type: none"> <li>Selection by LAVTA Board</li> </ul>  | MKT MGR      |                        | Jun 2016                                  |  |                     |

| <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"> <li>of name/rebranding</li> <li>Event to unveil rebranding.</li> </ul>                          |              | Projects/ Services     | Feb 2018                         | → New design for buses approved. New logo approved. Buses being wrapped and logos applied. Several stories from media printed.  | X<br>X           |
| Individualized Marketing                                       | <ul style="list-style-type: none"> <li>Award Contract</li> <li>Review of results</li> </ul>  | MKT MGR      | Projects/ Services     | Mar 2018<br>Jun 2018             | → SDG awarded contract. Collateral developed and distributed. Program completed. Post program surveys completed. Project report to LAVTA Board made in December. SmartTrips In Dublin and parts of Livermore approved by Board in March. Project underway. <u>Ends in June.</u> | X<br>X           |
| N Canyons Parkway Rapid Bus Stop Project                       | <ul style="list-style-type: none"> <li>Engineering work</li> <li>Improvements to site</li> <li>Relocation of shelters</li> </ul>   | DP           | Projects/ Services     | May 2017<br>Aug 2017<br>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>Construction underway. To be completed in August.</u>                                 | X                |
| Pleasanton SmartTrips Corridor Rapid Bus Stop Project          | <ul style="list-style-type: none"> <li>Engineering work</li> <li>Award of construction contract</li> <li>Finish project</li> </ul> | DP           | Projects/ Services     | Nov 2017<br>Apr 2018<br>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>35% design completed. 65% design underway.</u>  |                  |
| Replace Shelters Past Useful Life That Are On Livermore Routes | <ul style="list-style-type: none"> <li>Identify shelters</li> <li>Install</li> </ul>   | ED           | Projects/ Services     | Nov 2016<br>Apr 2018             | → Shelters identified. 10 shelters delivered. No bids for install received. Rebid. Board approved contract with Hammercraft Construction in March. Contract signed.   | 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> |
|---|---|--------------|------------------------|---|---|------------------|
|   |   |              |                        |   | <u>Negotiating task order for North Canyons Parkway project to install/refresh Rapid shelters.</u>  |                  |
| <p><b>Goal:</b> Community and Economic Development</p> <p><b>Strategies (those highlighted in bold indicate highest Board priority)</b></p> <ol style="list-style-type: none"> <li>1. Integrate transit into local economic development plans</li> <li>2. Advocate for increased TOD from member agencies and MTC</li> <li><b>3. Partner with employers in the use of transit to meet TDM goals &amp; requirements</b></li> </ol> |   |              |                        |   |   |                  |
| <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:<br>Measure BB Transit Student Pass Program  | <ul style="list-style-type: none"> <li>• Assist ACTC in promoting the student passes</li> <li>• Monitor effectiveness of the program and capacity issues</li> </ul> | DP           | Projects/<br>Services  | Ongoing<br><br>Ongoing                          | → Four schools in Livermore to have free pass via Clipper for Wheels access. Planning/Marketing Departments working with ACTC and school district to market Clipper Cards/bus system. ACTC allocated STA for FY2019 for project.  | X                |
| Las Positas College Student, Faculty, Staff Pass Program  | <ul style="list-style-type: none"> <li>• Marketing campaign on campus</li> <li>• Student Vote to retain Transit Pass on campus</li> </ul>                           | MKT MGR      | Projects/<br>Services  | Ongoing<br><br>Nov 2017                         | → Transit pass/marketing efforts ongoing. Students have voted. 90% "yes". Board of Trustees approved student fee.   | X<br><br>X       |
| Historic Train Depot Relocation at Livermore Transit Center   | <ul style="list-style-type: none"> <li>• City Award of Project</li> <li>• Demo of TC Customers Service Buildings</li> <li>• Finish Relocation/Renovation</li> </ul> | DP           | Projects/<br>Services  | Jan 2017<br><br>Jul 2017<br><br><u>Jun 2018</u> | → 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. Board received update in February, tour in May. <u>Project likely to be completed in August.</u> | X<br><br><br>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> |
|---|---|--------------|------------------------|--------------------------|--|------------------|
|   |   |              |                        |                          |  |                  |
| 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"> <li>• Bid Project</li> <li>• Project Completion</li> </ul> | DP           | Projects/ Services     | Nov 2017<br><br>Jun 2018 | → Bid spec being developed for painting and purchase of furniture. Exterior furniture on order. Current plan is to install furniture for Historic Depot ribbon cutting and paint during transit center remodel with FTA funds. |                  |
| <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"> <li><b>1. Advocate for local, regional, state, and federal policies that support mission of Wheels</b></li> <li>2. Support staff involvement in leadership roles representing regional, state, and federal forums</li> <li>3. Promote transit priority initiatives with member agencies</li> <li>4. Support regional initiatives that support mobility convenience</li> </ol> |   |              |                        |                          |  |                  |
| <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"> <li>• AB 758</li> </ul>                                    | ED           | Projects/ Services     | Oct 2017                 | → Approved. Legislation became effective January 2018.   | 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> |
|---|---|--------------|------------------------|--------------------|---|------------------|
| 2018 Legislative Plan   | <ul style="list-style-type: none"> <li>Creation of 2018 Legislative Plan and review/approval by the Board and provide support for key legislation.</li> </ul>             | ED           | Finance/<br>Admin      | Feb 2018           | → F&A committee looked at draft legislative plan in January 2018. Board approved 2018 Legislative Plan in February.                               | X                |
| State Legislation to Approve SAV Project in Dublin  | <ul style="list-style-type: none"> <li>Introduce SAV legislation</li> </ul>   | ED           | Finance/<br>Admin      | Feb 2017           | → Approved. Legislation became effective January 2018.  | X                |
| <p><b>Goal:</b> Organizational Effectiveness</p> <p><b>Strategies (those highlighted in bold indicate highest Board priority)</b></p> <ol style="list-style-type: none"> <li>Promote system wide continuous quality improvement initiatives</li> <li>Continue to expand the partnership with contract staff to strengthen teamwork and morale and enhance the quality of service</li> <li><b>Establish performance based metrics with action plans for improvement; monitor, improve, and report on-time performance and productivity</b></li> <li>HR development with focus on employee quality of life and strengthening of technical resources</li> <li>Enhance and improve organizational structures, processes and procedures to increase system effectiveness</li> <li>Develop policies that hold Board and staff accountable, providing clear direction through sound policy making decisions</li> </ol> |   |              |                        |                    |   |                  |
| <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"> <li>Staff setting up aggressive monitoring of key performance metrics: on-time performance, accidents and customer service.</li> </ul> | DP           | Projects/<br>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                |
| <p><b>Goal:</b> Financial Management</p> <p><b>Strategies (those highlighted in bold indicate highest Board priority)</b></p> <ol style="list-style-type: none"> <li><b>Develop budget in accordance with strategic Plan, integrating fiscal review processes into all decisions</b></li> <li>Explore and develop revenue generating opportunities</li> <li>Maintain fiscally responsible long range capital and operating plans</li> </ol>   |   |              |                        |                    |   |                  |

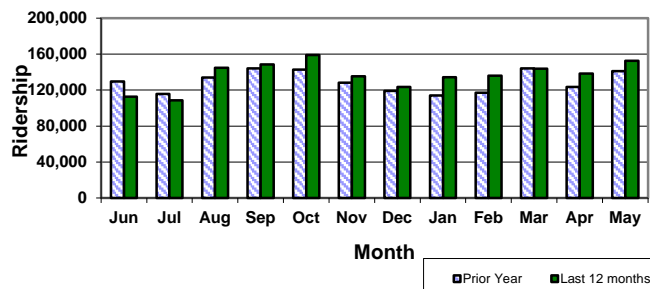
| <i>Projects</i>                                     | <i>Action Required</i>  | <i>Staff</i> | <i>Board Committee</i> | <i>Target Date</i>               | <i>Status</i>   | <i>Task Done</i> |
|---|---|--------------|------------------------|----------------------------------|---|------------------|
| <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> |
| FY17 Comprehensive Annual Financial Report          | <ul style="list-style-type: none"> <li>Complete financial audit and all required reporting to Board, local, regional and state agencies.</li> </ul>                 | 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                |
| <i>Other:</i>                                       |   |              |                        |                                  |   |                  |
| Transit Center Bus Driving Isle Improvement Project | <ul style="list-style-type: none"> <li>Perform demo of asphalt and construction new base and asphalt in driving isle.</li> </ul>                                    | PD           | Projects/ Services     | Jun 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. Project will be final phase of Depot project in June.  |                  |
| SAV Project   | <ul style="list-style-type: none"> <li>Acquire funding to begin project</li> <li>Approve legislation to test SAVs.</li> <li>Enter into MOUs for testing.</li> </ul> | ED           | Projects/ Services     | Oct 2016<br>Dec 2017<br>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. MOU with GoMentum approved by Board in February. Site preparation in process. <u>Kick-off w/media being scheduled for June 22nd.</u> | X<br>X<br>X      |
| Triennial Audit                                     | <ul style="list-style-type: none"> <li>Preparation for audit</li> <li>Audit and report to board</li> </ul>  | DF           | Finance/ Adm           | Ongoing<br>Jul 2018              | → Comprehensive audit on LAVTA from FTA to be conducted in July 2018.   |                  |

## Monthly Summary Statistics for Wheels May 2018

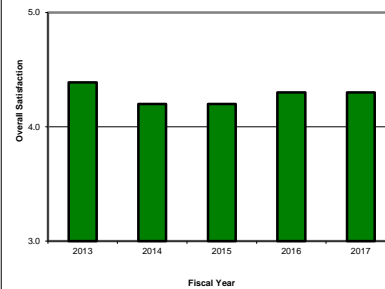
### FIXED ROUTE

|                                    | May 2018  |          |        | % change from one year ago |          |        |
|------------------------------------|-----------|----------|--------|----------------------------|----------|--------|
| Total Ridership FY 2018 To Date    | 1,524,477 |          |        | 7.1%                       |          |        |
| Total Ridership For Month          | 152,558   |          |        | 8.1%                       |          |        |
| Fully Allocated Cost per Passenger | \$7.99    |          |        | -2.9%                      |          |        |
|                                    | Weekday   | Saturday | Sunday | Weekday                    | Saturday | Sunday |
| Average Daily Ridership            | 6,281     | 1,740    | 1,482  | 8.0%                       | 7.5%     | 10.2%  |
| Passengers Per Hour                | 14.4      | 11.2     | 9.5    | 6.1%                       | 5.1%     | 7.7%   |
|                                    | May 2018  |          |        | % change from last month   |          |        |
| On Time Performance                | 84.3%     |          |        | -2.1%                      |          |        |

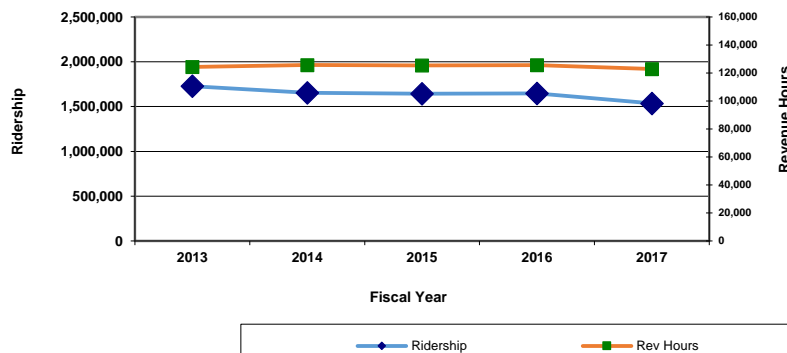
**Monthly Unlinked Boardings and Revenue Hours  
Last 24 Months**



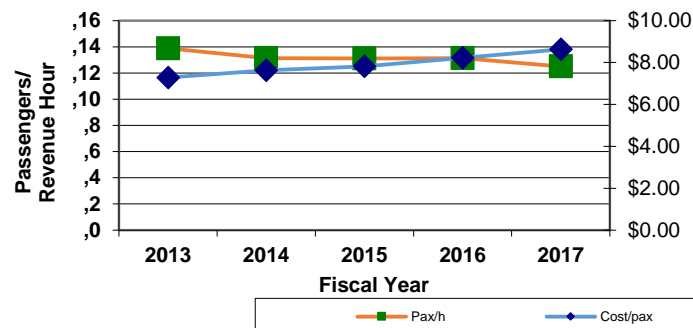
**Historical Customer Service  
Survey Results**



**Annual Unlinked Boardings and Revenue Hours  
FY2013-2017**



**Full Cost Per Passenger and Passenger Per Hour  
FY2013-2017**





## Monthly Summary Statistics for Wheels

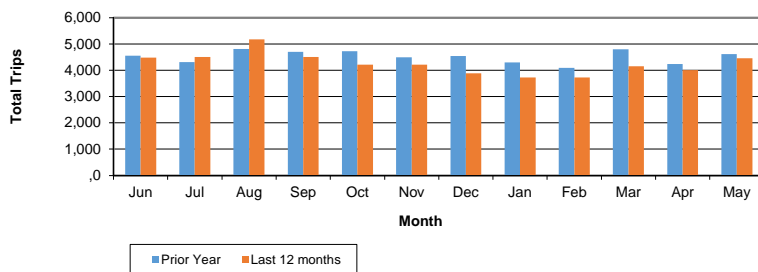
May 2018

### PARATRANSIT

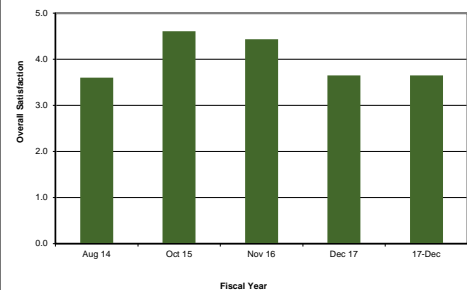
| General Statistics                 | May 2018 | % Change from last year | Year to Date |
|------------------------------------|----------|-------------------------|--------------|
| Total Monthly Passengers           | 4,454    | -3.4%                   | 47,212       |
| Average Passengers Per Hour        | 1.40     | -30.0%                  | 7            |
| On Time Performance                | 80.9%    | -16.5%                  | 4            |
| Cost per Trip                      | \$32.35  | 2.0%                    | 361          |
| Number of Paratransit Applications | 33       | 17.9%                   | 317          |
| Calls Answered in <1 Minute        | 84.10%   | -5.0%                   | 8            |

| Missed Services Summary          | May 2018 | Year to Date |
|----------------------------------|----------|--------------|
| 1st Sanction - Phone Call        | 1        | 50           |
| 2nd Sanction - Written Letter    | 0        | 1            |
| 3rd Sanction - 15 Day Suspension | 0        | 2            |
| 4th Sanction - 30 Day Suspension | 0        | 0            |
| 5th Sanction - 60 Day Suspension | 0        | 0            |
| 6th Sanction - 90 Day Suspension | 0        | 0            |

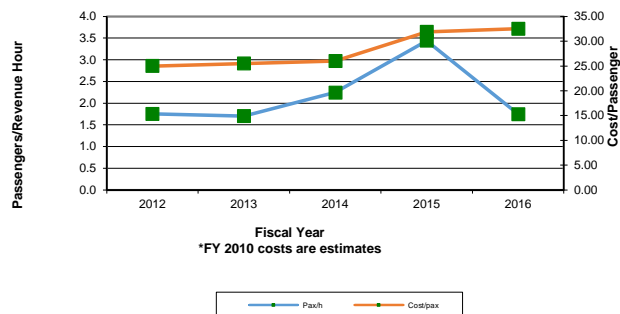
Paratransit Monthly Unlinked Boardings, Last 24 Months



Historical Customer Service Survey Results



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



**Monthly Summary Statistics for Wheels**  
**May 2018**

| SAFETY                            |                    |              |                    |                    |                     |           |                    |                    |
|-----------------------------------|--------------------|--------------|--------------------|--------------------|---------------------|-----------|--------------------|--------------------|
| ACCIDENT DATA                     | May 2018           |              |                    |                    | Fiscal Year to Date |           |                    |                    |
|                                   | Fixed Route        |              | Paratransit        |                    | Fixed Route         |           | Paratransit        |                    |
| Total                             | 0                  |              | 0                  |                    | 2                   |           | 1                  |                    |
| Preventable                       | 3                  |              | 0                  |                    | 15                  |           | 2                  |                    |
| Non-Preventable                   | 0                  |              | 0                  |                    | 8                   |           | 1                  |                    |
| Physical Damage                   |                    |              |                    |                    |                     |           |                    |                    |
| Major                             | 1                  |              | 0                  |                    | 1                   |           | 0                  |                    |
| Minor                             | 2                  |              | 0                  |                    | 22                  |           | 3                  |                    |
| Bodily Injury                     |                    |              |                    |                    |                     |           |                    |                    |
| Yes                               | 1                  |              | 0                  |                    | 1                   |           | 0                  |                    |
| No                                | 2                  |              | 0                  |                    | 22                  |           | 3                  |                    |
|                                   |                    |              |                    |                    |                     |           |                    |                    |
| MONTHLY CLAIMS ACTIVITY           | Totals             |              |                    |                    |                     |           |                    |                    |
| Amount Paid                       |                    |              |                    |                    |                     |           |                    |                    |
| This Month                        | \$605.11           |              |                    |                    |                     |           |                    |                    |
| To Date This Fiscal Year          | \$15,565.75        |              |                    |                    |                     |           |                    |                    |
|                                   |                    |              |                    |                    |                     |           |                    |                    |
| Budget                            | \$100,000.00       |              |                    |                    |                     |           |                    |                    |
| % Expended                        | 16%                |              |                    |                    |                     |           |                    |                    |
|                                   |                    |              |                    |                    |                     |           |                    |                    |
| CUSTOMER SERVICE - ADMINISTRATION |                    |              |                    |                    |                     |           |                    |                    |
| CATEGORY                          | Number of Requests |              |                    |                    |                     |           |                    |                    |
|                                   | May 2018           | Year To Date |                    |                    |                     |           |                    |                    |
|                                   |                    |              |                    |                    |                     |           |                    |                    |
| Praise                            | 1                  |              | 6                  |                    |                     |           |                    |                    |
| Bus Stop                          |                    |              | 33                 |                    |                     |           |                    |                    |
| Incident                          | 1                  |              | 4                  |                    |                     |           |                    |                    |
| Trip Planning                     |                    |              | 10                 |                    |                     |           |                    |                    |
| Fares/Tickets/Passes              | 2                  |              | 8                  |                    |                     |           |                    |                    |
| Route/Schedule Planning           | 3                  |              | 95                 |                    |                     |           |                    |                    |
| Marketing/Website                 |                    |              | 12                 |                    |                     |           |                    |                    |
| ADA                               |                    |              | 0                  |                    |                     |           |                    |                    |
| TOTAL                             | 7                  |              | 168                |                    |                     |           |                    |                    |
|                                   |                    |              |                    |                    |                     |           |                    |                    |
| 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                            |                    |              |                    | 13                 |                     |           |                    | 2                  |
| Safety                            | 2                  | 8            |                    | 27                 |                     |           |                    | 0                  |
| Driver/Dispatch Courtesy          | 4                  | 2            | 2                  | 23                 |                     |           |                    | 3                  |
| Early                             | 1                  | 1            |                    | 17                 |                     |           |                    | 1                  |
| Late                              | 4                  | 2            |                    | 52                 |                     | 3         | 1                  | 19                 |
| No Show                           |                    |              |                    | 13                 |                     |           |                    | 6                  |
| Incident                          | 1                  | 4            |                    | 6                  |                     |           |                    | 2                  |
| Driver/Dispatch Training          |                    |              |                    | 5                  | 2                   | 2         | 1                  | 27                 |
| Maintenance                       |                    |              |                    | 0                  |                     |           |                    | 0                  |
| Bypass                            | 6                  | 3            |                    | 59                 |                     |           |                    | 0                  |
| TOTAL                             | 18                 | 20           | 2                  | 202                | 2                   | 5         | 2                  | 58                 |
| Valid Complaints                  |                    |              |                    |                    |                     |           |                    |                    |
| Per 10,000 riders                 | 1.18               |              |                    |                    |                     |           |                    |                    |
| Per 1,000 riders                  |                    |              |                    |                    | 0.45                |           |                    |                    |

## LAVTA COMMITTEE ITEMS - July 2018 - November 2018

### Finance & Administration Committee

#### February

Action      Info

#### July

Action      Info

Minutes

X

Treasurers Report

X

\*Typically July committee meetings are cancelled

#### August

Action      Info

Minutes

X

Treasurers Report

X

#### September

Action      Info

Minutes

X

Treasurers Report

X

FTA Triennial Review (last in '15)

#### October

Action      Info

Minutes

X

Treasurers Report

X

CAFR

X

TDA Triennial Audit (last in '13)

X

Fare Policy Final Recommendation

X

#### November

Action      Info

Minutes

X

Treasurers Report

X

## LAVTA COMMITTEE ITEMS - July 2018 - November 2018

### Projects & Services Committee

#### July

Minutes

Action

Info

X

\*Typically July committee meetings are cancelled

#### August

Minutes

Action

Info

X

Quarterly Operations Report

X

Mobility Forward Draft Recommendation

X

Marketing Work Plan

X

On-Call Creative, Design and Media Strategy Services

X

DAR Customer Satisfaction Survey

X

#### September

Minutes

Action

Info

X

Mobility Forward Final Recommendation

X

Passenger Surveys

X

#### October

Minutes

Action

Info

X

Winter Service Changes (effective February)

X

Fare Policy Final Recommendation

X

#### November

Minutes

Action

Info

X

Quarterly Operations

X