

**MINUTES OF THE AUGUST 27, 2018**  
**LAVTA PROJECTS AND SERVICES COMMITTEE MEETING**

**1. Call to Order and Pledge of Allegiance**

Committee Chair Steven Spedowfski called the meeting to order at 4:00pm.

**2. Roll Call of Members**

**Members Present**

Scott Haggerty, Supervisor, Alameda County  
Jerry Pentin, Councilmember, City of Pleasanton  
Steven Spedowfski, Councilmember, City of Livermore

**Members Absent**

David Haubert, Mayor, City of Dublin  
Karla Brown, Councilmember, City of Pleasanton

**3. Meeting Open to Public**

Robert S. Allen

Robert Allen requested for south bound buses to stop and pick-up passengers at the stop sign by the fare gates at BART.

**4. Minutes of the June 25, 2018 Meeting of the P&S Committee.**

Approved: Haggerty/Pentin

Aye: Pentin, Haggerty, Spedowfski

No: None

Abstain: None

Absent: Haubert, Brown

**5. Contract Award for On-Call Creative, Design and Media Strategy Services**

Staff provided the Projects and Services Committee the contract award for on-call creative, design and media strategy services. The Projects and Services Committee requested staff to bring the recommendation back to this committee meeting and include score sheets from the evaluation team and examples of creative and design work included in the proposals of the two highest ranked proposers. LAVTA issued a request for proposals (RFP) in April and received three responses. The proposals came from MHD Group, Inc., O'Rorke Inc., and Celtis Ventures, Inc. LAVTA evaluated the proposals and is requesting the contract to be awarded to Celtis Ventures, Inc.

The item was discussed by the Projects and Services Committee.

The Projects and Services Committee forwarded without a recommendation to the LAVTA Board the award of contract for On-Call Creative, Design and Media

Strategy Services to Celtis Ventures, Inc. for an initial two year term with three one-year options.

Approved: Pentin/Spedowfski  
Aye: Pentin, Haggerty, Spedowfski  
No: None  
Abstain: None  
Absent: Haubert, Brown

## **6. Fixed Route Passenger Satisfaction Survey 2018**

Staff provided data on the latest Fixed Route survey results that were focused on trunk routes #10 and #30, but also included the shorter local routes. The survey was conducted during the month of May and June 2018 and LAVTA received 400 responses to the survey. LAVTA's average scoring across all quality-of-service was 4.35; the same as last year. The area that was rated the highest (4.6) was regarding feeling safe when riding the bus, while the lowest (4.0) was in the area of whether services operate on time. LAVTA received 259 open-ended comments from respondents covering a large variety of topics. Some commenters focused on the perceived lack of timely service, drivers being discourteous or rude, frustration with weekend service, and issues about system/network connectivity and frequency. Staff informed that the results of the survey will be used to assess areas together with LAVTA's contractor, so that we can improve and it will go into the overall calculation of penalties and incentives of the operations contract.

The item was discussed by the Projects and Services Committee. Committee Members Jerry Pentin and Scott Haggerty are concerned about rude drivers and requested LAVTA to work with MV to resolve this immediately. Committee Member Jerry Pentin would like LAVTA to have a phone app for people over 25 and to ask in the survey what they do. Committee Member Scott Haggerty also requested a sub-analysis of the late complaints.

This was informational only.

## **7. Memorandum of Understanding between the City of Dublin and the Livermore Amador Valley Transit Authority for the Shared Autonomous Vehicle Testing Project.**

The Projects and Services Committee recommend the approval of the memorandum of understanding between LAVTA and the City of Dublin to the Board of Directors.

Approved: Pentin/Haggerty  
Aye: Pentin, Haggerty, Spedowfski  
No: None  
Abstain: None  
Absent: Haubert, Brown

## **8. BART Early-Morning Service Plan and Bus Bridge**

Staff provided the BART Early-Morning Service Plan and Bus Bridge to the Projects and Services Committee. Staff informed that BART would require two LAVTA buses that would provide two roundtrips for 3 ½ years to assist BART with their multi-year program to rehabilitate aging infrastructure. BART will fully compensate LAVTA for the service. To keep things simple LAVTA would be able to apply its own local fare, the revenues from which would be credited back to BART.

The item was discussed by the Projects and Services Committee. The Projects and Services Committee requested that a clause be added that states “LAVTA will make observations to make sure no one is being left behind and if so we have the ability to expand the service. BART would reimburse LAVTA for doing observations and administrative time tracking this service”.

The Projects and Services Committee approved in concept the request by the BART District for LAVTA to operate an early-morning bus bridge route on weekdays between the East Dublin / Pleasanton and Bay Fair stations, and direct staff to negotiate a draft agreement with BART District that fully compensates LAVTA for the additional services rendered. It is anticipated that the draft agreement would be considered by the LAVTA Board at a future meeting.

Approved: Spedowfski/Pentin  
Aye: Pentin, Haggerty, Spedowfski  
No: None  
Abstain: None  
Absent: Haubert, Brown

#### **9. Renaming of the Wheels Accessible Advisory Committee (WAAC)**

The Projects and Services approved renaming the Wheels Accessible Advisory Committee (WAAC) to Tri-Valley Accessible Advisory Committee (TAAC), and forward this recommendation to the LAVTA Board of Directors.

Approved: Haggerty/Pentin  
Aye: Pentin, Haggerty, Spedowfski  
No: None  
Abstain: None  
Absent: Haubert, Brown

#### **10. Management Action Plan (MAP)**

Executive Director Michael Tree provided the Projects and Services Committee the Management Action Plan (MAP). Executive Director Michael Tree briefly noted some website upgrades for choice riders, application development, and rebranding bus stop signs. Executive Director Michael Tree will provide a future update on school tripper route improvements.

This was informational only.

#### **11. Preview of Upcoming P&S Committee Agenda Items**

**12. Matters Initiated by Committee Members**

None.

**13. Next Meeting Date is Scheduled for: September 24, 2018**

**14. Adjourn**

Meeting adjourned at 4:55pm.