

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

**BOARD OF DIRECTORS MEETING**

**DATE:** December 2, 2019

**PLACE:** LAVTA Offices, Room 110  
1362 Rutan Court, Suite 100, Livermore

**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. Resolution by Assembly Member Rebecca Bauer-Kahan Recognizing LAVTA's California Transit Association Agency Award**
- 5. November Tri-Valley Accessible Advisory Committee Minutes**
- 6. Consent Agenda**

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

  - A. Minutes of the November 4, 2019 Board of Directors meeting.**
  - B. Treasurer's Report for October 2019**

**Recommendation:** Staff requests that the Board of Directors approve the October 2019 Treasurer's Report.
  - C. Amendment 1 to Memorandum of Understanding with the City of Dublin for the**

## **Shared Autonomous Vehicle Testing Project**

**Recommendation:** Staff requests that the Board of Directors authorize the Executive Director to execute Amendment 1 to the Memorandum of Understanding between the City of Dublin and LAVTA for the Shared Autonomous Vehicle Testing Project.

### **7. Contract Award for Individualized Marketing Services**

**Recommendation:** Staff recommends that the LAVTA Board authorize the Executive Director to enter into a contract with Steer Davies & Gleave, Ltd., for the development and implementation of LAVTA's Individualized Marketing Program, in an amount not to exceed \$272,890.75, which represents Steer's price proposal plus a 10 percent contingency.

### **8. Radio Communications Equipment Procurement**

**Recommendation:** Staff recommends the Board of Directors approve the contract award for the purchase and delivery of Replacement Radios and associated hardware/software, to Harris Corporation, of Lynchburg, Virginia, in the amount of \$228,587.62 plus applicable sales taxes and shipping costs.

### **9. Declaration of Surplus Property in Compliance with LAVTA Policy for Disposition of Surplus Property**

**Recommendation:** Staff recommends the Board of Directors declare as surplus two (2) road supervisor vehicles and one (1) shop truck, and authorize their disposal through a method consistent with LAVTA's Policy for Disposition of Surplus Property.

### **10. Farebox Upgrade**

**Recommendation:** Staff requests that the Board of Directors authorize the Executive Director to execute a Sole Source Agreement between LAVTA and Genfare to replace obsolete fareboxes on six (6) LAVTA-owned buses and purchase one training unit.

### **11. Executive Director's Report**

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

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

### **13. Next Meeting Date is Scheduled for: January 6, 2020**

### **14. 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

11/27/2019

*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 5**

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

**Tri-Valley Accessible Advisory Committee**

**DATE:** Wednesday, November 6, 2019

**PLACE:** **Pleasanton Senior Center**  
5353 Sunol Blvd., Pleasanton, CA 94566

**TIME:** 3:30 p.m.

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**DRAFT MINUTES**

**1. Call to Order**

The TAAC Chair Herb Hastings called the meeting to order at 3:34 pm.

**Members Present:**

Judith LaMarre	City of Livermore
Bob Chulata	City of Livermore – Alternate
Connie Mack	City of Dublin
Sue Tuite	City of Pleasanton
Jeffrey Jacobsen	City of Pleasanton – Alternate
Herb Hastings	County of Alameda
David Weir	County of Alameda – Alternate
Rachel Prater	Social Services Member
Amy Mauldin	Social Services Member
Melanie Henry	Social Services Member

**Staff Present:**

Jonathan Steketee	LAVTA
Kadri Kulm	LAVTA
Ashley Wong	LAVTA
Jamie Watters	LAVTA
Cliff Crabtree	MTM
Christian Pereira	MV Transit

Public:

Diana Houghtaling

Senior Support Services of Tri-Valley

2. **Roll Call**
3. **Approval of Agenda and Modifications if necessary**  
Mack/Mauldin
4. **Citizens' Forum: An opportunity for members of the audience to comment on a subject not listed on the agenda (under state law, no action may be taken at this meeting)**  
None.
5. **Minutes of the September 4, 2019 meetings of the Committee**  
Approved.  
Mauldin/Mack
6. **FY 2018/19 4<sup>th</sup> Quarter Operations Report**  
Staff gave the FY18/19 4<sup>th</sup> quarter operations report that covers the months of April, May and June, 2019. The report covered the fixed route service, paratransit and GoDublin as well as accidents/incidents.
7. **PAPCO Report**  
There was no PAPCO report.
8. **Service Updates & Concerns**  
Staff talked about the significant fourth quarter ridership increase on fixed route, the Mobility Forward study update, the Shared Autonomous Vehicle Project, GoDublin expansion, Clipper card on paratransit update and Mass Transit Magazine's "Top 40 Under 40" award for Jonathan Steketee.
9. **Adjournment**  
Meeting adjourned at 4:20 pm

## **AGENDA**

### **ITEM 6A**

## **MINUTES OF THE NOVEMBER 4, 2019 LAVTA BOARD MEETING AGENDA**

**DATE:** November 4, 2019  
**PLACE:** LAVTA Offices, Room 110  
1362 Rutan Court, Suite 100, Livermore  
**TIME:** 4:00pm

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

Meeting was called to order by Board Chair David Haubert at 4:00pm

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

#### **Members Present**

Scott Haggerty – County of Alameda  
David Haubert – City of Dublin  
Karla Brown – City of Pleasanton  
Melissa Hernandez – City of Dublin (arrived at 4:05pm)  
Bob Woerner – City of Livermore  
Bob Coomber – City of Livermore

#### **Members Absent**

Jerry Pentin – City of Pleasanton

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

No comments.

### **4. Consent Agenda**

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

- A. Minutes of the October 7, 2019 Board of Directors meeting.**
- B. Treasurer's Report for September 2019**

The Board of Directors approved the September 2019 Treasurer's Report.

- C. Funding Agreement for MTC IDEA Program Funds**

The Board of Directors approved Resolution 27-2019, authorizing the Executive Director to execute a Master Funding Agreement with the Metropolitan Transportation Commission (MTC) and related Agreement Supplement(s) for Innovative Deployments to Enhance Arterials (IDEA) Program funding to enhance implementation of the Shared Autonomous Vehicle (SAV) Project in the City of Dublin.

Approved: Woerner/Brown

Aye: Woerner, Hernandez, Brown, Haubert, Haggerty, Coomber

No: None



Abstain: None  
Absent: Pentin

## **5. Fiscal Year 2019 Comprehensive Annual Financial Report (CAFR)**

David Alvey of Maze and Associates highlighted select pages of the FY2019 Draft Comprehensive Annual Financial Report (CAFR) noting that there were no findings.

The Board of Directors accepted the Comprehensive Annual Financial Report (CAFR), and direct staff to submit the CAFR to the Government Finance Officers Association (GFOA) for award.

Approved: Haggerty/Woerner  
Aye: Woerner, Hernandez, Brown, Haubert, Haggerty, Coomber  
No: None  
Abstain: None  
Absent: Pentin

## **6. Proposed AT&T Cell-Site at LAVTA Administration and Maintenance Facility**

Executive Director Michael Tree provided information on the proposed AT&T Cell-Site at the LAVTA Administration and Maintenance Facility to the Board of Directors. Executive Director Michael Tree noted that 5G technology is safe as long as people are at a certain distance and not in front of the antenna. Executive Director Michael Tree also discussed the changes in deal points. AT&T went from \$3,000 to \$10,000 as far as reimbursement for staff time and legal expenses and moved the rental fee from \$3,750.00 to \$ 3,863.00 per month with a 3% escalator rate. AT&T also agreed to an initial 5-year term, with three additional five year renewal terms and that is comparable to LAVTAs current agreement with the T-Mobile cell site. LAVTAs financial impact is \$45,000 a year coming into the agency with a 3% increase annually.

The item was discussed by the Board of Directors and staff.

The Board of Directors approved the negotiated deal points for the proposed AT&T Mobile cell site and authorized the Executive Director to sign an agreement as approved by the Authority's attorney. The Board of Directors also instructed the Executive Director to get a provision that allows LAVTA for pole co-location of the pole.

Approved: Haggerty/Woerner  
Aye: Woerner, Hernandez, Brown, Haubert, Haggerty, Coomber  
No: None  
Abstain: None  
Absent: Pentin

## **7. Set Board of Director Meeting Dates for 2020**

The Board of Directors adopted the meeting calendar for 2020.

Approved: Haubert/Hernandez  
Aye: Woerner, Hernandez, Brown, Haubert, Haggerty, Coomber  
No: None

Abstain: None  
Absent: Pentin

## **8. Executive Director's Report**

Executive Director Michael Tree provided the Executive Director's Report to the Board of Directors. Executive Director Michael Tree noted the quarterly report ridership and trends and requested Tony McCaulay to brief the Board on October's report. Tony McCaulay informed that in the month of October we carried 193,731 passengers and that was the first month we topped 190,000 passengers, since October 2008 (a 12.5% increase over October 2018). Executive Director Michael Tree acknowledged Rishi Nand who was honored by Hart Middle School in Pleasanton for being an Operator that makes a difference. Executive Director Michael Tree announced Stuff-A-Bus will be at Lucky's in Pleasanton on November 6, 2019 from 9am-3pm with KKIQ. Executive Director Michael Tree also noted the Network Integration Tri-Valley Hub Study and Short/Long Range Transit Plan kickoffs. LAVTA received an AdWheel Grand Prize on October 15<sup>th</sup> in New York at APTA and it was accepted by Supervisor Scott Haggerty for the agency. Executive Director Michael Tree also provided a brief overview of the Marketing Plan, Individualized Marketing Project, Update on Shared Autonomous Vehicle (SAV) Program, Dublin Parking Garage, Pleasanton BRT Enhancements, GoSanRamon, and Transit Signal Priority Upgrade and Expansion.

The item was discussed by the Board of Directors and staff. Director Scott Haggerty requested LAVTA work with the outlets for Christmas and do radio advertising. Director Karla Brown requested that GoTriValley/GoDublin is brought back to the Projects and Services (at a minimum) and Board for review to make sure LAVTA doesn't lose fixed route ridership to GoTriValley.

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

Director Scott Haggerty notified that Robert S. Allen is in a care home and requested that staff take time to visit him.

## **10. Next Meeting Date is Scheduled for: December 2, 2019**

## **11. Adjournment**

Meeting adjourned at 4:27pm.

## **AGENDA**

### **ITEM 6B**

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

STAFF REPORT

SUBJECT: Treasurer's Report for October 2019

FROM: Tamara Edwards, Director of Finance

DATE: December 2, 2019

**Action Requested**

Approve the LAVTA Treasurer's Report for October 2019.

**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 October 1, 2019	\$6,072,083.82
Payments made	\$2,127,679.22
Deposits made	\$2,466,522.97
Ending balance October 31, 2019	\$6,410,927.57

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

Beginning balance October 1, 2019	\$68,485.32
Deposits made	\$102,044.20
Ending balance October 31, 2019	\$170,529.65

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

Beginning balance October 1, 2019	\$5,832,890.84
Q1 FY 20 Interest	\$35,928.89
Ending balance October 31, 2019	\$5,868,819.73

***Operating Expenditures Summary:***

As this is the fourth 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 33%. The agency is at 31.77% overall.

***Operating Revenues Summary:***

While expenses are at 31.77%, revenues are at 43.8%, allowing for a healthy cash flow.

**Recommendation**

Staff requests that the Board of Directors approve the October 2019 Treasurer's Report.

Attachments:

1. October 2019 Treasurer's Report

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

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY  
BALANCE SHEET  
FOR THE PERIOD ENDING:  
October 31, 2019**

**ASSETS:**

101 PETTY CASH	200	
102 TICKET SALES CHANGE	240	
105 CASH - GENERAL CHECKING	6,410,928	
106 CASH - FIXED ROUTE ACCOUNT	170,530	
107 Clipper Cash	1,788,695	
108 Rail	2,060,401	
109 BOC	46	
120 ACCOUNTS RECEIVABLE	1,915,765	
135 INVESTMENTS - LAIF	5,868,820	
150 PREPAID EXPENSES	(17,781)	
160 OPEB ASSET	536,342	
165 DEFFERED OUTFLOW-Pension Related	636,065	
170 INVESTMENTS HELD AT CALTIP	0	
111 NET PROPERTY COSTS	66,271,476	
<b>TOTAL ASSETS</b>		<b>85,641,725</b>

**LIABILITIES:**

205 ACCOUNTS PAYABLE	516,165	
211 PRE-PAID REVENUE	2,568,452	
21101 Clipper to be distributed	1,185,901	
22000 FEDERAL INCOME TAXES PAYABLE	34	
22010 STATE INCOME TAX	(10)	
22020 FICA MEDICARE	(85)	
22050 PERS HEALTH PAYABLE	0	
22040 PERS RETIREMENT PAYABLE	(330)	
22030 SDI TAXES PAYABLE	0	
22070 AMERICAN FIDELITY INSURANCE PAYABLE	627	
22090 WORKERS' COMPENSATION PAYABLE	4,641	
22100 PERS-457	0	
22110 Direct Deposit Clearing	0	
23101 Net Pension Liability	1,075,263	
23104 Deferred Inflow- Pension Related	60,124	
23103 INSURANCE CLAIMS PAYABLE	51,765	
23102 UNEMPLOYMENT RESERVE	8,300	
<b>TOTAL LIABILITIES</b>		<b>5,470,849</b>

**FUND BALANCE:**

301 FUND RESERVE	(7,734,299)	
304 GRANTS, DONATIONS, PAID-IN CAPITAL	81,820,934	
30401 SALE OF BUSES & EQUIPMENT	83,853	
FUND BALANCE	6,000,389	
<b>TOTAL FUND BALANCE</b>		<b>80,170,877</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>		<b>85,641,726</b>

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY  
REVENUE REPORT  
FOR THE PERIOD ENDING:  
October 31, 2019**

ACCOUNT	DESCRIPTION	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
4010100	Fixed Route Passenger Fares	1,333,594	114,105	462,377	871,217	34.7%
4020000	Business Park Revenues	239,911	19,505	58,515	181,396	24.4%
4020500	Special Contract Fares	604,799	0	0	604,799	0.0%
4020500	Special Contract Fares - Paratransit	36,000	4,739	4,739	31,261	13.2%
4010200	Paratransit Passenger Fares	183,750	14,914	67,118	116,632	36.5%
4060100	Concessions	56,875	3,446	3,446	53,429	6.1%
4060300	Advertising Revenue	95,000	0	0	95,000	0.0%
4070400	Miscellaneous Revenue-Interest	12,000	35,929	35,929	(23,929)	299.4%
4070300	Non transportation revenue	50,400	11,079	36,314	14,086	72.1%
4090100	Local Transportation revenue	674,500	0	5,000,000	(4,325,500)	741.3%
4099100	TDA Article 4.0 - Fixed Route	10,396,515	949,916	1,949,916	8,446,599	18.8%
4099500	TDA Article 4.0-BART	107,178	7,983	30,783	76,395	28.7%
4099200	TDA Article 4.5 - Paratransit	160,937	11,994	23,552	137,385	14.6%
4099600	Bridge Toll- RM2, RM1	580,836	0	0	580,836	0.0%
4110100	STA Funds-Paratransit	128,602	0	0	128,602	0.0%
4110500	STA Funds- Fixed Route BART	618,101	0	0	618,101	0.0%
4110100	STA Funds-pop	1,723,755	340,493	340,493	1,383,262	19.8%
4110100	STA Funds- rev	346,898	0	0	346,898	0.0%
4110100	STA Funds- Lifeline	234,250	160,000	160,000	74,250	68.3%
4110100	STA Funds- SJ county		0	0	-	#DIV/0!
4110100	Caltrans	250,000	0	0	250,000	0.0%
4130000	FTA Section 5307 Preventative Maint.		0	0	-	100.0%
4130000	FTA Section 5307 ADA Paratransit	406,835	0	0	406,835	0.0%
4130000	FTA TPI	-	0	0	-	100.0%
4130000	FTA JARC and NF	-	0	0	-	#DIV/0!
4130000	FTA 5310		0	0	-	#DIV/0!
4640500	Measure B Gap	23,470	0	0	23,470	100.0%
4640500	Measure B Express Bus	-	0	0	-	100.0%
4640100	Measure B Paratransit Funds-Fixed Route	1,027,962	99,834	188,315	839,647	18.3%
4640100	Measure B Paratransit Funds-Paratransit	190,978	18,547	34,986	155,992	18.3%
4640200	Measure BB Paratransit Funds-Fixed Route	760,320	73,614	138,885	621,435	18.3%
4640200	Measure BB Paratransit Funds-Paratransit	352,826	34,160	64,449	329,937	18.3%
<b>RAIL</b>		<b>0</b>	<b>0</b>	<b>420,949</b>		
<b>TOTAL REVENUE</b>		<b>20,596,292</b>	<b>1,900,258</b>	<b>9,020,765</b>	<b>12,038,036</b>	<b>43.8%</b>

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY  
OPERATING EXPENDITURES  
FOR THE PERIOD ENDING:  
October 31, 2019**

		<b>BUDGET</b>	<b>CURRENT MONTH</b>	<b>YEAR TO DATE</b>	<b>BALANCE AVAILABLE</b>	<b>PERCENT BUDGET EXPENDED</b>
501 02	Salaries and Wages	\$1,567,581	\$113,285	\$507,898	\$1,059,683	32.40%
502 00	Personnel Benefits	\$849,329	\$50,850	\$319,813	\$529,516	37.65%
503 00	Professional Services	\$1,028,051	\$27,405	\$63,038	\$965,013	6.13%
503 05	Non-Vehicle Maintenance	\$912,830	\$53,526	\$306,593	\$606,237	33.59%
503 99	Communications	\$5,500	\$478	\$564	\$4,496	10.25%
504 01	Fuel and Lubricants	\$1,386,600	\$57,943	\$300,136	\$1,086,464	21.65%
504 03	Non contracted vehicle maintenance	\$6,000	\$0	\$0	\$6,000	0.00%
504 99	Office/Operating Supplies	\$59,083	\$771	\$3,994	\$55,089	6.76%
504 99	Printing	\$60,000	\$2,470	\$12,525	\$47,475	20.88%
505 00	Utilities	\$324,879	\$71,611	\$119,326	\$205,553	36.73%
506 00	Insurance	\$712,210	(\$5,000)	\$541,346	\$170,864	76.01%
507 99	Taxes and Fees	\$302,000	\$8,399	\$30,998	\$271,002	10.26%
508 01	Purchased Transportation Fixed Route	\$10,551,158	\$922,574	\$3,538,110	\$7,018,281	33.53%
2-508 02	Purchased Transportation Paratransit	\$1,935,200	\$165,980	\$575,806	\$1,359,394	29.75%
508 03	Purchased Transportation WOD	\$210,000	\$4,125	\$12,922	\$197,078	6.15%
509 00	Miscellaneous	\$156,967	\$17,683	\$62,518	\$92,665	39.83%
509 02	Professional Development	\$39,401	\$9,463	\$9,890	\$29,511	25.10%
509 08	Advertising	\$120,000	\$7,045	\$20,439	\$99,561	17.03%
<b>TOTAL</b>		<b>\$20,226,789</b>	<b>\$1,508,607</b>	<b>\$6,425,916</b>	<b>\$13,803,880</b>	<b>31.77%</b>



**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY  
CAPITAL REVENUE AND EXPENDITURE REPORT (Page 1 of 2)  
FOR THE PERIOD ENDING:  
October 31, 2019**

ACCOUNT	DESCRIPTON	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET 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	100,000	0	0	100,000	0.00%
4091794	Bus stop improvements	186,000	0	0	186,000	0.00%
4090994	Radio Upgrade	232,000	0	0	232,000	0.00%
4090794	TDA Transit Center Improvements	110,000	0	0	110,000	0.00%
409??94	TDA (Transit Capital)	100,000	0	0	100,000	0.00%
4092094	TDA (Major component rehab)	350,000	0	0	350,000	0.00%
4091294	TDA Doolan Tower Upgrade	30,000	0	0	30,000	0.00%
	TDA TSP	66,000	0	0	66,000	0.00%
4091701	CTC CIP Shelters	1,414,000	0	0	1,414,000	0.00%
409xx01	TVTC TSP	1,140,000	0	0	1,140,000	0.00%
409xx01	BAAQMD ECV station	7,500	0	0	7,500	0.00%
4110500	SGR Office and Facility	52,305	0	0	52,305	0.00%
4110500	Prop 1B office and facility	200,000	0	0	200,000	0.00%
411	Prop 1B ECV stations	7,500	0	0	7,500	0.00%
	FTA TSP	200,000	0	0	200,000	0.00%
41320	FTA Hybrid battery packs	800,000	0	0	800,000	0.00%
	FTA Transit Center	440,000	0			0.00%
<b>TOTAL REVENUE</b>		<b>5,535,305</b>	<b>-</b>	<b>-</b>	<b>5,095,305</b>	<b>0.00%</b>

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY**  
**CAPITAL REVENUE AND EXPENDITURE REPORT (Page 2 of 2)**  
**FOR THE PERIOD ENDING:**  
**October 31, 2019**

ACCOUNT	DESCRIPTON	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
<b>EXPENDITURE DETAILS</b>						
<b>CAPITAL PROGRAM - COST CENTER 07</b>						
5550107	Shop Repairs and replacement	100,000	0	0	100,000	0.00%
5550307	non revenue vehicles	15,000	13,214	112,491	(97,491)	749.94%
5550307	ECV stations	15,000	0	0	15,000	0.00%
5550507	Office and Facility Equipment	352,305	0	5,354	346,951	1.52%
5550607	TSP upgrade	1,406,000	458,784	473,085	932,915	33.65%
5550907	Radio upgrade	232,000	4,788	4,788	227,212	2.06%
5551007	Transit Center Upgrades and Improvements	550,000	0	0	550,000	0.00%
5551207	Doolan Tower upgrade	30,000	0	0	30,000	0.00%
5551607	SAV storage	1,200	0	1,135	65	94.60%
5551707	Bus Shelters and Stops	1,600,000	191	14,412	1,585,588	0.90%
5552007	Major component rehab	1,150,000	0	0	1,150,000	0.00%
555??07	Transit Capital	100,000	0	0	100,000	0.00%
<b>TOTAL CAPITAL EXPENDITURES</b>		<b>5,551,505</b>	<b>476,977</b>	<b>611,265</b>	<b>4,940,240</b>	<b>11.01%</b>
<b>FUND BALANCE (CAPITAL)</b>		<b>-16200.00</b>	<b>(476,977)</b>	<b>(611,265)</b>		
<b>FUND BALANCE (CAPTIAL &amp; OPERATING)</b>		<b>-10,200.00</b>	<b>(245,546)</b>	<b>813,926</b>		

# California State Treasurer

## *Fiona Ma, CPA*



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

November 21, 2019

[LAIF Home](#)  
[PMIA Average Monthly Yields](#)

LIVERMORE/AMADOR VALLEY TRANSIT  
AUTHORITY  
GENERAL MANAGER  
1362 RUTAN COURT, SUITE 100  
LIVERMORE, CA 94550

[Tran Type Definitions](#)

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**Account Number:** 80-01-002

October 2019 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Authorized Caller	Amount
10/15/2019	10/15/2019	QRD	1620674	SYSTEM	35,928.89

### Account Summary

Total Deposit:	35,928.89	Beginning Balance:	5,832,890.84
Total Withdrawal:	0.00	Ending Balance:	5,868,819.73

REPORT.: Nov 22 19 Friday  
RUN....: Nov 22 19 Time: 17:09  
Run By.: Daniel Zepeda

LAVTA  
Month End Cash Disbursements Report  
Prior Period Report for 10-19 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
10-19	H9757	10/04/19	TAX67 (CHRISTEL RAGER)		184.45	.00	184.45	TAX67, PARATAXI REIMBURSE
	H9758	10/17/19	TAX32 (SUE TSANG)		380.30	.00	380.30	TAX32, PARATAXI REIMBURSE
	H9759	10/04/19	TAX14 (KAREN ADAMS)		118.98	.00	118.98	TAX14, PARATAXI REIMBURSE
	H9760	10/04/19	TAX99 (SAEED TIRMIZI)		118.79	.00	118.79	TAX99, PARATAXI REIMBURSE
	H9761	10/04/19	DIR02 (DIRECT DEPOSIT OF PAYROLL CH		41,897.45	.00	41,897.45	DIR02, DIRECT DEPOSIT 9/21
	H9762	10/04/19	EMP01 (EMPLOYMENT DEVEL DEPT)		2,830.06	.00	2,830.06	EMP01, 9/21-10/04/19 STATE
	H9763	10/04/19	EFT01 (ELECTRONIC FUND TRANSFERS)		7,623.83	.00	7,623.83	EFT01, FEDERAL TAX 9/21-1
	H9764	10/04/19	PER01 (PERS )		3,650.79	.00	3,650.79	PER01, PERS RETIREMENT- C
	H9765	10/04/19	PER01 (PERS )		3,714.36	.00	3,714.36	PER01, PERS RETIREMENT-NE
	H9766	10/10/19	PER04 (CALPERS RETIREMENT SYSTEM)		2,124.30	.00	2,124.30	PER04, PERS 457 CONTRIBUTI
	H9767	10/18/19	AME06 (AMERICAN FIDELITY ASSURANCE		638.98	.00	638.98	AME06, SEPT-19 SUPPLEMENT
	H9768	10/18/19	MUT01 (MUTUAL OF OMAHA)		1,044.27	.00	1,044.27	MUT01, OCT-19 LIFE & LTD
	H9769	10/18/19	VSP01 (VSP )		542.20	.00	542.20	VSP01, OCT-19 VISION INSU
	H9770	10/28/19	STE04 (JONATHAN STEKETEE)		380.00	.00	380.00	STE04, CalACT 2019 AUTONM
	H9771	10/28/19	KUL01 (KADRI KULM)		304.00	.00	304.00	KUL01, 10/28/19 CalACT FA
	H9772	10/14/19	NAV01 (CHRISTY NAVARRO)		456.00	.00	456.00	NAV01, PER DIEM-APTA TRAN
	H9773	10/12/19	MCC01 (TONY McCAULAY)		304.00	.00	304.00	MCC01, 10/12/19 CTA FALL
	H9774	10/14/19	PAC01 (AT&T )		351.43	.00	351.43	PAC01, ACCT #436-951-0106,
	H9775	10/14/19	PAC01 (AT&T )		33.03	.00	33.03	PAC01, ACCT #232-351-6260,
	H9776	10/14/19	PAC01 (AT&T )		248.50	.00	248.50	PAC01, ACCT #925-243-9029,
	H9777	10/14/19	PAC01 (AT&T )		182.43	.00	182.43	PAC01, ACCT #925-245-0576
	H9778	10/14/19	OAK01 (OAKS BUSINESS PK OWNERS)		3,293.00	.00	3,293.00	OAK01, 4TH QTR BUSINESS P
	H9779	10/14/19	MTM01 (MEDICAL TRANSPORTATION MANAG		124,725.75	.00	124,725.75	MTM01, AUG-2019 MONTHLY S
	H9780	10/14/19	YEA01 (JENNIFER YEAMANS)		80.04	.00	80.04	YEA01, MILEAGE REIMBURSE
	H9781	10/14/19	YEA01 (JENNIFER YEAMANS)		75.42	.00	75.42	YEA01, TRAVEL REIMBURSE 1
	H9782	10/14/19	STA01 (STATE COMPENSATION FUND)		1,759.83	.00	1,759.83	STA01, OCT-2019 WORKER'S
	H9783	10/18/19	CAL15 (CALTRONICS BUSINESS SYS)		271.63	.00	271.63	CAL15, 2861399, BIZHUB 8/
	H9784	10/14/19	ROI01 (ROI SAFETY SERVICES)		3,620.00	.00	3,620.00	ROI01, 000111, PO#7358 SE
	H9785	10/15/19	MTM01 (MEDICAL TRANSPORTATION MANAG		9,776.25	.00	9,776.25	MTM01, MTM-112135, NORTH
	H9786	10/15/19	KUL01 (KADRI KULM)		32.21	.00	32.21	KUL01, OCT-2019 TRAVEL RE
	H9787	10/15/19	STE04 (JONATHAN STEKETEE)		600.94	.00	600.94	STE04, OCT-19 EXPENSE REI
	H9788	10/15/19	MER01 (MERCHANT SERVICES)		96.12	.00	96.12	MER01, SEPT-19 TRANSIT CE
	H9789	10/18/19	CIT07 (CITY OF LIVERMORE - WATER)		15.18	.00	15.18	CIT07, 138432-00, ATLANTI
	H9790	10/18/19	TAX91 (VIVIAN MARIE MILLER)		200.00	.00	200.00	TAX91, PARATAXI REIMBURSE
	H9791	10/18/19	VER01 (VERIZON WIRELESS)		1,436.47	.00	1,436.47	VER01, 9838658517, CELL &
	H9792	10/18/19	VER01 (VERIZON WIRELESS)		1,438.85	.00	1,438.85	VER01, 9836648200, CELL &
	H9793	10/18/19	AME06 (AMERICAN FIDELITY ASSURANCE		1,008.32	.00	1,008.32	AME06, OCT-19 FLEXIBLE SP
	H9794	10/18/19	DEL05 (ALLIED ADMIN/DELTA DENTAL)		2,294.02	.00	2,294.02	DEL05, NOV-19 DENTAL INSU
	H9795	10/18/19	PER03 (CAL PUB EMP RETIRE SYSTM)		34,921.65	.00	34,921.65	PER03, NOV-19 HEALTH INSU
	H9796	10/15/19	MVT01 (MV TRANSPORTATION, INC.)		391,918.43	.00	391,918.43	MVT01, 103588, OCT-19 1ST
	H9797	10/18/19	CIT07 (CITY OF LIVERMORE - WATER)		35.00	.00	35.00	CIT07, 139361-00, ATLANTI
	H9798	10/18/19	MER01 (MERCHANT SERVICES)		102.91	.00	102.91	MER01, SEPT-19 MOA CC FEE
	H9799	10/18/19	PAC02 (PACIFIC GAS AND ELECTRIC)		1,337.23	.00	1,337.23	PAC02, 7264840356-5, BUS
	H9800	10/18/19	PAC02 (PACIFIC GAS AND ELECTRIC)		159.70	.00	159.70	PAC02, 7649646868-7, DOOL
	H9801	10/18/19	PAC02 (PACIFIC GAS AND ELECTRIC)		204.27	.00	204.27	PAC02, 9007202117-4, MOA
	H9802	10/18/19	CAL04 (CALIFORNIA WATER SERVICE)		1,188.41	.00	1,188.41	CAL04, 9098655555, MOA WA
	H9803	10/18/19	CAL04 (CALIFORNIA WATER SERVICE)		1,034.66	.00	1,034.66	CAL04, 0198655555, BUS WA
	H9804	10/18/19	CAL04 (CALIFORNIA WATER SERVICE)		68.84	.00	68.84	CAL04, 5755555555, CONTRA
	H9805	10/18/19	CAL04 (CALIFORNIA WATER SERVICE)		51.63	.00	51.63	CAL04, 2575555555, TC FIR
	H9806	10/18/19	CAL04 (CALIFORNIA WATER SERVICE)		68.84	.00	68.84	CAL04, 4755555555, MOA FI
	H9807	10/18/19	CAL04 (CALIFORNIA WATER SERVICE)		531.37	.00	531.37	CAL04, 4616555555, TC IRR
	H9808	10/18/19	CAL04 (CALIFORNIA WATER SERVICE)		41.30	.00	41.30	CAL04, 3616555555, TC WAT
	H9809	10/18/19	CIT07 (CITY OF LIVERMORE - WATER)		44.07	.00	44.07	CIT07, 138431-00, ATLANTI
	H9810	10/18/19	CIT07 (CITY OF LIVERMORE - WATER)		142.14	.00	142.14	CIT07, 139388-00, BUS WAS
	H9811	10/18/19	CIT07 (CITY OF LIVERMORE - WATER)		169.13	.00	169.13	CIT07, 138430-01, ATLANTI
	H9812	10/18/19	CIT07 (CITY OF LIVERMORE - WATER)		22.61	.00	22.61	CIT07, 139399-00, ATLANTI
	H9813	10/25/19	TAX67 (CHRISTEL RAGER)		160.65	.00	160.65	TAX67, PARATAXI REIMBURSE
	H9814	10/25/19	DIR02 (DIRECT DEPOSIT OF PAYROLL CH		53,644.64	.00	53,644.64	DIR02, PR DIRECT DEPOSIT
	H9815	10/24/19	EMP01 (EMPLOYMENT DEVEL DEPT)		3,911.43	.00	3,911.43	EMP01, STATE TAX 10/5-10/
	H9816	10/24/19	PER04 (CALPERS RETIREMENT SYSTEM)		2,126.83	.00	2,126.83	PER04, PERS 457 CONTRIBUT
	H9817	10/24/19	PER01 (PERS )		3,376.13	.00	3,376.13	PER01, PERS RETIREMENT-NE
	H9818	10/24/19	PER01 (PERS )		3,650.79	.00	3,650.79	PER01, PERS RETIREMENT-CL
	H9819	10/25/19	EFT01 (ELECTRONIC FUND TRANSFERS)		11,849.17	.00	11,849.17	EFT01, FEDERAL TAXES 10/5
	H9820	10/25/19	EFT01 (ELECTRONIC FUND TRANSFERS)		27.39	.00	27.39	EFT01, 3RD QTR FEDERAL TA
	H9821	10/23/19	STA04 (STATE BOARD OF )		1,879.00	.00	1,879.00	STA04, 3RD QTR 2019 STORA
	H9822	10/23/19	STA05 (STATE BOARD OF EQUAL)		1,119.00	.00	1,119.00	STA05, 3RD QTR 2019 EXEMP
	H9823	10/31/19	MVT01 (MV TRANSPORTATION, INC.)		391,918.43	.00	391,918.43	MVT01, 103589, OCT-19 2ND
	H9824	10/31/19	CIT07 (CITY OF LIVERMORE - WATER)		15.18	.00	15.18	CIT07, 138432-00, ATLANTI
	H9825	10/31/19	CIT07 (CITY OF LIVERMORE - WATER)		172.36	.00	172.36	CIT07, 138430-01, ATLANTI
	H9826	10/31/19	CIT07 (CITY OF LIVERMORE - WATER)		26.74	.00	26.74	CIT07, 139399-00, ATLANTI
	H9827	10/31/19	CIT07 (CITY OF LIVERMORE - WATER)		55.65	.00	55.65	CIT07, 139361-00, ATLANTI
	H9828	10/31/19	PAC02 (PACIFIC GAS AND ELECTRIC)		7,391.72	.00	7,391.72	PAC02, 5809326332-3, MOA
	H9829	10/31/19	PAC02 (PACIFIC GAS AND ELECTRIC)		1,609.08	.00	1,609.08	PAC02, 6062256368-6, ATLA
	H9830	10/15/19	MVT01 (MV TRANSPORTATION, INC.)		105,714.05	.00	105,714.05	MVT01, AUG-19 FIXED ROUTE
	H9831	10/31/19	BAN03 (BANKCARD CENTER)		731.69	.00	731.69	BAN03, JULY-19 BOW CC STA
	H9832	10/31/19	BAN03 (BANKCARD CENTER)		13,486.15	.00	13,486.15	BAN03, AUG-19 BOW CC STAT
	021605	10/18/19	ADV03 (ADVOCACY MARKETING LLC)		32,891.00	.00	32,891.00	Automatic Generated Check
	021605	10/31/19	ADV03 (ADVOCACY MARKETING LLC)		(32,891.00)	.00	(32,891.00)	Ck# 021605 Reversed
	021606	10/18/19	AVI01 (AMADOR VALLEY INDUSTRIES)		424.97	.00	424.97	Automatic Generated Check
	021607	10/18/19	DAY02 (DAY & NIGHT PEST CONTROL)		218.00	.00	218.00	Automatic Generated Check
	021608	10/18/19	EMB01 (EMERALD LANDSCAPE CO INC)		9,285.00	.00	9,285.00	Automatic Generated Check
	021609	10/18/19	GEN05 (GENFARE)		2,015.65	.00	2,015.65	Automatic Generated Check
	021610	10/18/19	KKI01 (ALPHA MEDIA LLC)		5,250.00	.00	5,250.00	Automatic Generated Check
	021611	10/18/19	LTK01 (LTK CONSULTING SERVICES, INC		9,854.16	.00	9,854.16	Automatic Generated Check
	021612	10/18/19	MAZ01 (MAZE & ASSOCIATES)		18,155.00	.00	18,155.00	Automatic Generated Check
	021613	10/18/19	PAC11 (PACIFIC ENVIROMENTAL SERV)		240.00	.00	240.00	Automatic Generated Check
	021614	10/18/19	PRO06 (PROFORMA J.C.L. PRINT ASSOCI		397.43	.00	397.43	Automatic Generated Check
	021615	10/18/19	SCF01 (SC FUELS)		19,457.57	.00	19,457.57	Automatic Generated Check
	021616	10/18/19	SOL01 (SOLUTIONS FOR TRANSIT)		2,083.33	.00	2,083.33	Automatic Generated Check
	021617	10/18/19	STO04 (STORMWINDSTUDIOOS LLC)		1,490.00	.00	1,490.00	Automatic Generated Check
	021618	10/18/19	TEL01 (TPx COMMUNICATIONS)		2,176.56	.00	2,176.56	Automatic Generated Check

REPORT.: Nov 22 19 Friday  
 RUN....: Nov 22 19 Time: 17:09  
 Run By.: Daniel Zepeda

LAVTA  
 Month End Cash Disbursements Report  
 Prior Period Report for 10-19 BANK ACCOUNT 105

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 ID #: PY-CD  
 CTL.: WHE

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
10-19	021619	10/18/19	TX133 (SAROJA IYER)		199.50	.00	199.50	Automatic Generated Check
	021620	10/18/19	TX168 (EVELYN WRIGHT)		160.00	.00	160.00	Automatic Generated Check
	021621	10/18/19	TX217 (SHIRLEY FARRELL-COWLES)		60.35	.00	60.35	Automatic Generated Check
	021622	10/18/19	TX225 (ROSE BRANDI)		17.85	.00	17.85	Automatic Generated Check
	021623	10/18/19	TX226 (AJAY SHENOY)		105.08	.00	105.08	Automatic Generated Check
	021624	10/18/19	ATT02 (AT&T )		394.47	.00	394.47	Automatic Generated Check
	021625	10/18/19	CEL01 (CELTIS VENTURES INC)		4,114.25	.00	4,114.25	Automatic Generated Check
	021626	10/18/19	CIT06 (CITY OF LIVERMORE SEWER)		42.16	.00	42.16	Automatic Generated Check
	021627	10/18/19	DIR01 (DIRECT TV)		14.00	.00	14.00	Automatic Generated Check
	021628	10/18/19	GTT01 (GLOBAL TRAFFIC TECHNOLOGIES)	458,784.46		.00	458,784.46	Automatic Generated Check
	021629	10/18/19	LYF01 (LYFT, INC)		4,124.65	.00	4,124.65	Automatic Generated Check
	021630	10/18/19	MAR05 (KELLI MARURI)		492.50	.00	492.50	Automatic Generated Check
	021631	10/18/19	MET01 (METROPOLITAN TRANSPORT-)	15,786.73		.00	15,786.73	Automatic Generated Check
	021632	10/18/19	PLA02 (PLANETERIA MEDIA LLC)		325.00	.00	325.00	Automatic Generated Check
	021633	10/18/19	STI01 (STILES TRUCK BODY & EQUIPMEN	13,214.00		.00	13,214.00	Automatic Generated Check
	021634	10/18/19	TX201 (JANE TIPTON)		179.61	.00	179.61	Automatic Generated Check
	021635	10/18/19	VIO01 (VIOLIN SYSTEMS LLC)		4,788.00	.00	4,788.00	Automatic Generated Check
	021636	10/31/19	AIM01 (AIM TO PLEASE JANITORIAL SER	36,095.38		.00	36,095.38	Automatic Generated Check
	021637	10/31/19	ATT03 (AT&T )		936.24	.00	936.24	Automatic Generated Check
	021638	10/31/19	CAL05 (CALTEST LABS)		908.20	.00	908.20	Automatic Generated Check
	021639	10/31/19	CIT06 (CITY OF LIVERMORE SEWER)		307.27	.00	307.27	Automatic Generated Check
	021640	10/31/19	COR01 (CORBIN WILLIITS SYSTEMS)		244.24	.00	244.24	Automatic Generated Check
	021641	10/31/19	DAY02 (DAY & NIGHT PEST CONTROL)		218.00	.00	218.00	Automatic Generated Check
	021642	10/31/19	EBR01 (EBRCSA)	50,040.00		.00	50,040.00	Automatic Generated Check
	021643	10/31/19	EME01 (EMERALD LANDSCAPE CO INC)	4,896.00		.00	4,896.00	Automatic Generated Check
	021644	10/31/19	FAS01 (FASTSIGNS)		85.22	.00	85.22	Automatic Generated Check
	021645	10/31/19	GEN02 (GENERAL WHOLESALE ELECTRIC)		130.32	.00	130.32	Automatic Generated Check
	021646	10/31/19	HAN01 (HANSON BRIDGETT MARCUS)	19,336.50		.00	19,336.50	Automatic Generated Check
	021647	10/31/19	HER05 (MELISSA HERNANDEZ STRAH)		200.00	.00	200.00	Automatic Generated Check
	021648	10/31/19	LTK01 (LTK CONSULTING SERVICES, INC	36,171.36		.00	36,171.36	Automatic Generated Check
	021649	10/31/19	SCF01 (SC FUELS)	42,124.94		.00	42,124.94	Automatic Generated Check
	021650	10/31/19	STA19 (STATE OF CALIFORNIA-DEPT OF	36,656.57		.00	36,656.57	Automatic Generated Check
	021651	10/31/19	TX156 (YVONNE BRETOI)		122.40	.00	122.40	Automatic Generated Check
	021652	10/31/19	TX205 (MUHAMMAD ALI)		97.75	.00	97.75	Automatic Generated Check
	021653	10/31/19	TX217 (SHIRLEY FARRELL-COWLES)		107.10	.00	107.10	Automatic Generated Check
	021654	10/31/19	ADV03 (ADVOCACY MARKETING LLC)	32,500.00		.00	32,500.00	Automatic Generated Check
	021655	10/31/19	ADV03 (ADVOCACY MARKETING LLC)	7,000.00		.00	7,000.00	Automatic Generated Check
Total for Bank Account 105 ----->					2,094,788.22	.00	2,094,788.22	
Grand Total of all Bank Accounts ----->					2,094,788.22	.00	2,094,788.22	

REPORT.: Nov 22 19 Friday  
 RUN....: Nov 22 19 Time: 17:09  
 Run By.: Daniel Zepeda

LAVTA  
 Month End Payable Activity Report  
 Prior Period Report for 10-19

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 ID #: PY-AC  
 CTL.: WHE

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
10-19	ADV03 (ADVOCACY MARKETING LLC)	SEPT2019	10/03/19	11/02/19	A	32891.00	ADV03, SEPT 2019, SEPT19 RAIL MARKETING&ADVO
		SEPT2019u	10/31/19	/ /		32891.00	-Ck# 021605 Reversed
		SEPT-19CO	10/04/19	11/03/19	A	32500.00	ADV03, SEPT-19 RAIL MARKETING & ADVOCATE SER
		SEPT19-AD	10/25/19	11/24/19	A	7000.00	ADV03, SEPT-19 PREPAID AD MONEY
		Vendor's Total ----->				39500.00	
10-19	AIM01 (AIM TO PLEASE JANITORIAL SE	1060	08/10/19	09/09/19	A	10700.00	AIM01, 1060, JULY-19 BUS STOP CLEANING SERVI
		1061	09/21/19	10/21/19	A	10700.00	AIM01, 1061, AUG-19 BUS STOP CLEANING SERVIC
		1062	10/06/19	11/05/19	A	10700.00	AIM01, 1062, SEPT-19 BUS STOP CLEANING SERVI
		062019	07/01/19	07/31/19	A	375.00	AIM01, 062019, PO #7347 POWER WASH RUTAN FAC
		49SEPT19	10/05/19	11/04/19	A	3620.38	AIM01, 49-SEPT-19, SEPT-19 JANITORIAL MONTHL
		Vendor's Total ----->				36095.38	
10-19	AME06 (AMERICAN FIDELITY ASSURANCE	FSA10-19H	10/04/19	11/03/19	A	1008.32	AME06, OCT-19 FLEXIBLE SPENDING ACCOUNTS
		SUPP09-19H	09/30/19	10/30/19	A	638.98	AME06, SEPT-19 SUPPLEMENTAL INSURANCE
		Vendor's Total ----->				1647.30	
10-19	ATT02 (AT&T )	13758297	10/13/19	11/12/19	A	394.47	ATT02, 13758297, PAYER #9391035694 9/13-10/1
10-19	ATT03 (AT&T )	735744050	10/19/19	11/18/19	A	936.24	ATT03, ACCT #171-795-7615, OCT-19 INTERNET P
10-19	AVI01 (AMADOR VALLEY INDUSTRIES)	775322	09/30/19	10/30/19	A	424.97	AVI01, 775322, SEPT19 GARBAGE PICK UP SERVICE
10-19	BAN03 (BANKCARD CENTER)	AUG-2019H	08/28/19	09/27/19	A	13486.15	BAN03, AUG-19 BOW CC STATEMENT
		JULY-2019H	07/28/19	08/27/19	A	731.69	BAN03, JULY-19 BOW CC STATEMENT
		Vendor's Total ----->				14217.84	
10-19	CAL04 (CALIFORNIA WATER SERVICE)	198091919H	09/19/19	10/19/19	A	1034.66	CAL04, 01986555555, BUS WASH 8/17-9/17/19
		257093019H	09/30/19	10/30/19	A	51.63	CAL04, 25755555555, TC FIRE 10/1-10/31/19
		361100119H	10/01/19	10/31/19	A	41.30	CAL04, 36165555555, TC WATER 8/30-9/30/19
		461100119H	10/01/19	10/31/19	A	531.37	CAL04, 46165555555, TC IRRG. 8/30-9/30/19
		475093019H	09/30/19	10/30/19	A	68.84	CAL04, 47555555555, MOA FIRE 10/1-10/31/19
		575093019H	09/30/19	10/30/19	A	68.84	CAL04, 57555555555, CONTRACTOR FIRE 10/1-10/3
		909091919H	09/19/19	10/19/19	A	1188.41	CAL04, 90986555555, MOA WATER 8/17-9/17/19
		Vendor's Total ----->				2985.05	
10-19	CAL05 (CALTEST LABS)	603542	10/14/19	11/13/19	A	908.20	CAL05, 603542, 2019 RUTAN MANHOLE TESTING
10-19	CAL15 (CALTRONICS BUSINESS SYS)	2861399H	09/13/19	10/13/19	A	271.63	CAL15, 2861399, BIZHUB 8/16-9/15/19
10-19	CEL01 (CELTIS VENTURES INC)	LAVTACDM5	10/01/19	10/31/19	A	4114.25	CEL01, LAVTACDM5, ON CALL DESIGN & STRATEGY
10-19	CIT06 (CITY OF LIVERMORE SEWER)	BW101519	10/15/19	11/14/19	A	65.70	CIT06, 138143-00, BUS WASH 9/17-10/15/19
		TC100819	10/08/19	11/07/19	A	42.16	CIT06, 133389-00, TRANSIT CENTER 9/10-10/8/1
		MOA101519	10/15/19	11/14/19	A	241.57	CIT06, 133294-00, MOA SEWER 9/17-10/15/19
		Vendor's Total ----->				349.43	
10-19	CIT07 (CITY OF LIVERMORE - WATER)	361091719H	09/17/19	10/17/19	A	35.00	CIT07, 139361-00, ATLANTIS SEWER 8/20-9/17/1
		361101519H	10/15/19	11/14/19	A	55.65	CIT07, 139361-00, ATLANTIS SEWER 9/17-10/15/
		388100119H	10/01/19	10/31/19	A	142.14	CIT07, 139388-00, BUS WASH 9/3-10/1/19
		399091719H	09/17/19	10/17/19	A	22.61	CIT07, 139399-00, ATLANTIS SEWER 8/20-9/17/1
		399101519H	10/15/19	11/14/19	A	26.74	CIT07, 139399-00, ATLANTIS SEWER 9/17-10/15/
		430091719H	09/17/19	10/17/19	A	169.13	CIT07, 138430-01, ATLANTIS INDOOR 8/20-9/17/
		430101519H	10/15/19	11/14/19	A	172.36	CIT07, 138430-01, ATLANTIS INDOOR 9/17-10/15/
		431100119H	10/01/19	10/31/19	A	44.07	CIT07, 138431-00, ATLANTIS IRRG. 9/3-10/1/19
		432091919H	09/17/19	10/17/19	A	15.18	CIT07, 138432-00, ATLANTIS FIRE 8/20-9/17/19
		432101519H	10/15/19	11/14/19	A	15.18	CIT07, 138432-00, ATLANTIS FIRE 9/17-10/15/1
		Vendor's Total ----->				698.06	
10-19	COR01 (CORBIN WILLITS SYSTEMS)	B910151	10/15/19	11/14/19	A	244.24	COR01, B910151, OCT-19 SERVICE
10-19	DAY02 (DAY & NIGHT PEST CONTROL)	147464	10/14/19	11/13/19	A	218.00	DAY02, 147464, 9/27/19 RUTAN SERVICES
		148051	10/28/19	11/27/19	A	218.00	DAY02, 148051, 10/18/19 RUTAN SERVICE
		Vendor's Total ----->				436.00	
10-19	DEL05 (ALLIED ADMIN/DELTA DENTAL)	NOV-2019H	10/25/19	11/24/19	A	2294.02	DEL05, NOV-19 DENTAL INSURANCE

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10-19	DIR01 (DIRECT TV)	789594718	10/11/19	11/10/19	A	14.00	DIR01, 36789594718, OCT-19 SERVICE
10-19	DIR02 (DIRECT DEPOSIT OF PAYROLL C	20191004H	10/04/19	11/03/19	A	41897.45	DIR02, DIRECT DEPOSIT 9/21-10/4/19
		20191018H	10/24/19	11/23/19	A	53644.64	DIR02, PR DIRECT DEPOSIT 10/5-10/18/19
		Vendor's Total ----->				95542.09	
10-19	EBR01 (EBRCSA)	201900206	09/26/19	10/26/19	A	50040.00	EBR01, 201900206, FY20 RADIO MAINT. FEES
10-19	EFT01 (ELECTRONIC FUND TRNFERS)	20190930H	10/25/19	11/24/19	A	27.39	EFT01, 3RD QTR FEDERAL TAXES 2019
		20191004H	10/04/19	11/03/19	A	7623.83	EFT01, FEDERAL TAX 9/21-10/4/19
		20191018H	10/25/19	11/24/19	A	11849.17	EFT01, FEDERAL TAXES 10/5-10/18/19
		Vendor's Total ----->				19500.39	
10-19	EME01 (EMERALD LANDSCAPE CO INC)	342142	09/30/19	10/30/19	A	425.00	EME01, 342142, IRRIGATION REPAIRS TC-9/30/19
		342151	09/30/19	10/30/19	A	345.00	EME01, 342151 9/30/19 RUTAN IRRG, SERVICE R
		342236	09/30/19	10/30/19	A	450.00	EME01, 342236, 9/30/19 ATLANTIS IRRG SERVICES
		342247	09/30/19	10/30/19	A	1750.00	EME01, 342247, 9/30/19 IRRG CONTROLLER REPLAC
		342259	09/30/19	10/30/19	A	2745.00	EME01, 342259, TC LANDSCAPE ENHANCEMENT-9/30
		342289	09/30/19	10/30/19	A	6740.00	EME01, 342289, MONUMENT SIGN ENHANCE MOA 10/
		342320	09/30/19	10/30/19	A	500.00	EME01, 342320, TC RAISED TREES-9/30/19
		343277	11/01/19	12/01/19	A	1226.00	EME01, 343277, NOV-19 LANDSCAPING SERVICE
		Vendor's Total ----->				14181.00	
10-19	EMP01 (EMPLOYMENT DEVEL DEPT)	20191004H	10/04/19	11/03/19	A	2830.06	EMP01, 9/21-10/04/19 STATE TAX
		20191018H	10/24/19	11/23/19	A	3911.43	EMP01, STATE TAX 10/5-10/18/19
		Vendor's Total ----->				6741.49	
10-19	FAS01 (FASTSIGNS)	DUB100476	10/22/19	11/21/19	A	56.81	FAS01, DUB-100476, PO #7252 NEW VEHICLE DECA
		DUB100503	10/23/19	11/22/19	A	28.41	FAS01, DUB-100503, PO #7252 NEW VEHICLE DECA
		Vendor's Total ----->				85.22	
10-19	GEN02 (GENERAL WHOLESALE ELECTRIC)	S4982256	10/17/19	11/16/19	A	130.32	GEN02, S4982256.003, CANISTER LIGHTBULBS-RUT
10-19	GEN05 (GENFARE)	90155398	07/22/19	08/21/19	A	2015.65	GEN05, 90155398 PO#7377 MAG STRIP PASSES 10K
10-19	GTT01 (GLOBAL TRAFFIC TECHNOLOGIES	51548	09/17/19	10/17/19	A	458784.46	GTT01, 51548, PO #7430 RFP 2019-03 TSP EQUIP
10-19	HAN01 (HANSON BRIDGETT MARCUS)	1249246	09/27/19	10/27/19	A	4416.50	HAN01, 1249246, AUG-19 CONTRACT LEGAL FEES
		1249247	09/27/19	10/27/19	A	200.00	HAN01, 1249247, AUG-19 ADMIN LEGAL FEES
		1249248	09/27/19	10/27/19	A	14720.00	HAN01, 1249248, AUG-19 RAIL LEGAL FEES
		Vendor's Total ----->				19336.50	
10-19	HER05 (MELISSA HERNANDEZ STRAH)	OCT-2019	10/31/19	11/30/19	A	200.00	HER05, OCT-19 BOD STIPEND
10-19	KKI01 (ALPHA MEDIA LLC)	414143-3	10/14/19	11/13/19	A	5250.00	KKI01, 414143-3 9/1-9/29/19 RADIO ADS
10-19	KUL01 (KADRI KULM)	OCT-2019H	10/15/19	11/14/19	A	32.21	KUL01, OCT-2019 TRAVEL REIMBURSE
		102819PERH	10/28/19	11/27/19	A	304.00	KUL01, 10/28/19 CalACT FALL CONF. PER DIEM
		Vendor's Total ----->				336.21	
10-19	LTK01 (LTK CONSULTING SERVICES, IN	C5364007	10/03/19	11/02/19	A	9854.16	LTK01, C5364-007 RAIL CONSULTANTS 7/27-8/30/1
		C5364-008	10/22/19	11/21/19	A	36171.36	LTK01, C5364-008, RAIL CONSULTANTS 8/31-9/27
		Vendor's Total ----->				46025.52	
10-19	LYF01 (LYFT, INC)	43276	09/30/19	10/30/19	A	4124.65	LYF01, 43276, SEPT-19 CODE: GODUBLIN
10-19	MAR05 (KELLI MARURI)	BALANCE-L	10/18/19	11/17/19	A	492.50	MAR05, BALANCE GUARANTEE FOR VETERN'S DAY CE
10-19	MAZ01 (MAZE & ASSOCIATES)	33496	09/30/19	10/30/19	A	18155.00	MAZ01, 33496 FY19 AUDIT WORK SEPT19 #2
10-19	MCC01 (TONY McCAULAY)	101219PERH	10/12/19	11/11/19	A	304.00	MCC01, 10/12/19 CTA FALL CONF. PER DIEM
10-19	MER01 (MERCHANT SERVICES)	TC093019H	09/30/19	10/30/19	A	96.12	MER01, SEPT-19 TRANSIT CENTER CC FEES

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10-19	MER01 (MERCHANT SERVICES)	MOA093019H	09/30/19	10/30/19	A	102.91	MER01, SEPT-19 MOA CC FEES
			Vendor's Total ----->			199.03	
10-19	MET01 (METROPOLITAN TRANSPORT-)	AR-020358	09/30/19	10/30/19	A	15786.73	MET01, AR-020358, JULY-19 CLIPPER FEES
10-19	MTM01 (MEDICAL TRANSPORTATION MANA	AUG-2019H	09/05/19	10/05/19	A	124725.75	MTM01, AUG-2019 MONTHLY SERVICE
		MTM112135H	10/15/19	11/14/19	A	9776.25	MTM01, MTM-112135, NORTH BAY AUG-19
			Vendor's Total ----->			134502.00	
10-19	MUT01 (MUTUAL OF OMAHA)	OCT-2019H	09/13/19	10/13/19	A	1044.27	MUT01, OCT-19 LIFE & LTD INSURANCE
10-19	MVT01 (MV. TRANSPORTATION, INC.)	103588H	10/02/19	11/01/19	A	391918.43	MVT01, 103588, OCT-19 1ST INSTALL PAYMENT
		103589H	10/03/19	11/02/19	A	391918.43	MVT01, 103589, OCT-19 2ND INSTALL PAYMENT
		AUG-2019H	10/03/19	11/02/19	A	105714.05	MVT01, AUG-19 FIXED ROUTE MONTHLY SERVICE
			Vendor's Total ----->			889550.91	
10-19	NAV01 (CHRISTY NAVARRO)	101219PERH	10/12/19	11/11/19	A	456.00	NAV01, PER DIEM-APTA TRANSFORM CONF. 10/12-1
10-19	OAK01 (OAKS BUSINESS PK OWNERS)	4THQTR-19H	10/01/19	10/31/19	A	3293.00	OAK01, 4TH QTR BUSINESS PARK DUES 2019-FY20
10-19	PAC01 (AT&T )	ATT09/19H	09/13/19	10/13/19	A	182.43	PAC01, ACCT #925-245-0576, 9/13-10/12/19
		ATT090719H	09/07/19	10/07/19	A	33.03	PAC01,ACCT #232-351-6260, CONTRACTOR FIRE 9/
		ATT091119H	09/11/19	10/11/19	A	351.43	PAC01,ACCT #436-951-0106, ATLANTIS T1 9/11-1
		ATT091319H	09/13/19	10/13/19	A	248.50	PAC01,ACCT #925-243-9029,ATLANTIS ALARM 9/13
			Vendor's Total ----->			815.39	
10-19	PAC02 (PACIFIC GAS AND ELECTRIC)	580100819H	10/08/19	11/07/19	A	7391.72	PAC02, 5809326332-3, MOA ELECTRIC 9/3-10/1/1
		606100419H	10/04/19	11/03/19	A	1609.08	PAC02, 6062256368-6, ATLANTIS 8/29-9/29/19
		726092719H	09/27/19	10/27/19	A	1337.23	PAC02, 7264840356-5, BUS STOPS 8/22-9/22/19
		764091919H	09/19/19	10/19/19	A	159.70	PAC02, 7649646868-7, DOOLAN TWR 8/14-9/12/19
		900091519H	09/15/19	10/15/19	A	204.27	PAC02, 9007202117-4, MOA GAS 8/15-9/13/19
			Vendor's Total ----->			10702.00	
10-19	PAC11 (PACIFIC ENVIROMENTAL SERV)	1738	10/07/19	11/06/19	A	120.00	PAC11,1738, SEPT19 RUTAN MONTHLY SERVICE
		1739	10/07/19	11/06/19	A	120.00	PAC11,1739, SEPT19 ATLANTIS MONTHLY SERVICE
			Vendor's Total ----->			240.00	
10-19	PER01 (PERS )	20191004CH	10/04/19	11/03/19	A	3650.79	PER01, PERS RETIREMENT- CLASSIC 9/21-10/04/1
		20191004NH	10/04/19	11/03/19	A	3714.36	PER01, PERS RETIREMENT-NEW 9/21-10/04/19
		20191018CH	10/24/19	11/23/19	A	3650.79	PER01, PERS RETIREMENT-CLASSIC 10/5-10/18/19
		20191018NH	10/24/19	11/23/19	A	3376.13	PER01, PERS RETIREMENT-NEW 10/5-10/18/19
			Vendor's Total ----->			14392.07	
10-19	PER03 (CAL PUB EMP RETIRE SYSTM)	NOV-2019H	10/14/19	11/13/19	A	34921.65	PER03, NOV-19 HEALTH INSURANCE
10-19	PER04 (CALPERS RETIREMENT SYSTEM)	20191004H	10/04/19	11/03/19	A	2124.30	PER04,PERS 457 CONTRIBUTIONS 9/21-10/04/19
		20191018H	10/24/19	11/23/19	A	2126.83	PER04, PERS 457 CONTRIBUTIONS 10/5-10/18/19
			Vendor's Total ----->			4251.13	
10-19	PLA02 (PLANETERIA MEDIA LLC)	16877	10/15/19	11/14/19	A	325.00	PLA02, 16877, PO #7119 WEB HOSTING OCT-19
10-19	PRO06 (PROFORMA J.C.L. PRINT ASSOCA	A91005713	10/14/19	11/13/19	A	397.43	PRO06,A91005713, PO#7442 TEMP STUDENT TRANSF
10-19	ROI01 (ROI SAFETY SERVICES)	000111H	08/13/19	09/12/19	A	3620.00	ROI01, 000111, PO#7358 SEXUAL HARASSMENT TRA
10-19	SCF01 (SC FUELS)	4095437	10/04/19	11/03/19	A	19457.57	SCF01, 4095437, 10/4/19 FUEL DELIVERY
		4099935	10/09/19	11/08/19	A	20415.02	SCF01, 4099935, 10/9/19 FUEL DELIVERY
		4107263	10/17/19	11/16/19	A	21709.92	SCF01, 4107263, 10/17/19 FUEL DELIVERY
			Vendor's Total ----->			61582.51	
10-19	SOL01 (SOLUTIONS FOR TRANSIT)	191005LAV	10/14/19	11/13/19	A	2083.33	SOL01,19-1005LAVTA, SEPT19 CLIPPER ANALYSIS
10-19	STA01 (STATE COMPENSATION FUND)	OCT-2019H	09/23/19	10/23/19	A	1759.83	STA01, OCT-2019 WORKER'S COMP PREMIUM



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10-19	STA04 (STATE BOARD OF )	QTR3-2019H	10/23/19	11/22/19	A	1879.00	STA04, 3RD QTR 2019 STORAGE TANK MAINT FEES
10-19	STA05 (STATE BOARD OF EQUAL)	QTR3-2019H	10/23/19	11/22/19	A	1119.00	STA05, 3RD QTR 2019 EXEMPT OPERATOR FUEL TAX
10-19	STA19 (STATE OF CALIFORNIA-DEPT OF	20003604	10/14/19	11/13/19	A	36656.57	STA19, 20003604,RAIL PROJECT 04-0419000266 S
10-19	STE04 (JONATHAN STEKETEE)	102819PERH	10/28/19	11/27/19	A	380.00	STE04, CalACT 2019 AUTONMN CONF. PER DIEM
		OCT-2019EH	10/14/19	11/13/19	A	600.94	STE04, OCT-19 EXPENSE REIMBURSE
		Vendor's Total ----->				980.94	
10-19	STI01 (STILES TRUCK BODY & EQUIPME	63354	10/17/19	11/16/19	A	6126.00	STI01, 63354, PO #7467 CUSTOM FLATBED-SHOP T
		63355	10/17/19	11/16/19	A	7088.00	STI01, 63355, PO #7468 BODY TRANSFER & REFUR
		Vendor's Total ----->				13214.00	
10-19	STO04 (STORMWINDSTUDIOOS LLC)	27042	10/10/19	11/09/19	A	1490.00	STO04,27042, YEAR SUB TO IT TRAINING CISCO
10-19	TAX14 (KAREN ADAMS)	08160913H	10/04/19	11/03/19	A	118.98	TAX14,PARATAXI REIMBURSE 08/16-09/13/19
10-19	TAX32 (SUE TSANG)	0702-0822H	10/04/19	11/03/19	A	380.30	TAX32, PARATAXI REIMBURSE 07/02-08/22/19
10-19	TAX67 (CHRISTEL RAGER)	0802-0830H	10/04/19	11/03/19	A	184.45	TAX67, PARATAXI REIMBURSE 08/02-08/30/19
		0906-0930H	10/25/19	11/24/19	A	160.65	TAX67, PARATAXI REIMBURSE 9/6-9/30/19
		Vendor's Total ----->				345.10	
10-19	TAX91 (VIVIAN MARIE MILLER)	0903-0929H	10/18/19	11/17/19	A	200.00	TAX91, PARATAXI REIMBURSE 9/3-9/29/19
10-19	TAX99 (SAEED TIRMIZI)	09050925H	10/02/19	11/01/19	A	118.79	TAX99,PARATAXI REIMBURSE, 09/05-09/25/19
10-19	TEL01 (TPx COMMUNICATIONS)	121465060	10/14/19	11/13/19	A	2176.56	TEL01, 121465060-0 10/1-10/31/19 SERVICE
10-19	TX133 (SAROJA IYER)	0901-0929	10/14/19	11/13/19	A	199.50	TX133, PARATAXI REIMBURSE 09/01-9/29/19
10-19	TX156 (YVONNE BRETOI)	0903-0926	10/15/19	11/14/19	A	122.40	TX156, PARATAXI REIMBURSE 9/3-9/26/19
10-19	TX168 (EVELYN WRIGHT)	09070928	10/10/19	11/09/19	A	160.00	TX168,PARATAXI REIMBURSE 09/07-09/28/19
10-19	TX201 (JANE TIPTON)	0725-1003	10/18/19	11/17/19	A	179.61	TX201, PARATAXI REIMBURSE 7/25-10/3/19
10-19	TX205 (MUHAMMAD ALI)	0909-0924	10/31/19	11/30/19	A	97.75	TX205, PARATAXI REIMBURSE 9/9-9/24/19
10-19	TX217 (SHIRLEY FARRELL-COWLES)	100219	10/10/19	11/09/19	A	30.60	TX217, PARATAXI REIMBURSE 10/02/19
		10-5-19	10/05/19	11/04/19	A	29.75	TX217, PARATAXI REIMBURSE 10/05/19
		10-18-19	10/31/19	11/30/19	A	15.30	TX217, PARATAXI REIMBURSE 10/18/19
		1008-1014	10/15/19	11/14/19	A	91.80	TX217, PARATAXI REIMBURSE 10/8-10/14/19
		Vendor's Total ----->				167.45	
10-19	TX225 (ROSE BRANDI)	9-25-19	10/14/19	11/13/19	A	17.85	TX225, PARATAXI REIMBURSE 9/25/19
10-19	TX226 (AJAY SHENOY)	0807-0822	10/14/19	11/13/19	A	105.08	TX226, PARATAXI REIMBURSE 08/07-08/22/19
10-19	VER01 (VERIZON WIRELESS)	836648200H	08/22/19	09/21/19	A	1438.85	VER01, 9836648200, CELL & WIFI 7/23-8/22/19
		838658517H	09/22/19	10/22/19	A	1436.47	VER01, 9838658517, CELL & WIFI 8/23-9/22/19
		Vendor's Total ----->				2875.32	
10-19	VIO01 (VIOLIN SYSTEMS LLC)	INV-06648	10/02/19	11/01/19	A	4788.00	VIO01, INV-06648, 12 MONTHS SANS MAINTENANCE
10-19	VSP01 (VSP )	OCT-2019H	09/19/19	10/19/19	A	542.20	VSP01, OCT-19 VISION INSURANCE
10-19	YEA01 (JENNIFER YEAMANS)	0703-0913H	09/27/19	10/27/19	A	80.04	YEA01, MILEAGE REIMBURSE 7/3-9/13/19
		1002-1009H	10/10/19	11/09/19	A	75.42	YEA01, TRAVEL REIMBURSE 10/2-10/9/19
		Vendor's Total ----->				155.46	
Total of Purchases ->						2094788.22	

## **AGENDA**

### **ITEM 6C**

## STAFF REPORT

**SUBJECT:** Amendment 1 to Memorandum of Understanding with the City of Dublin for the Shared Autonomous Vehicle Testing Project

**FROM:** Jonathan Steketee, Customer Service and Contract Compliance Manager

**DATE:** December 2, 2019

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### **Action Requested**

Staff requests the Board of Directors authorize the Executive Director to execute Amendment Number 1 to the Memorandum of Understanding between the City of Dublin and LAVTA for the Shared Autonomous Vehicle (SAV) Testing Project.

### **Background**

In February 2018, the City of Dublin, with support from LAVTA, was awarded an Innovative Deployments to Enhance Arterials (IDEA) grant from the Metropolitan Transportation Commission (MTC) in the amount of \$385,000 to deploy an SAV on streets in the City of Dublin and/or implement transit connected-vehicle applications in order to improve arterial operations and enhance safety along identified corridors in Dublin (Project). Accordingly, in September 2018, LAVTA's Board of Directors approved a Memorandum of Understanding (MOU) with the City of Dublin guiding cooperation surrounding grant-funded activities (Attachment 1).

As collaboration on the grant-funded activities began with preliminary systems engineering work, staff from MTC, the City of Dublin, and LAVTA identified opportunities to streamline delivery and administration of transit-focused aspects of the Project by having LAVTA procure certain project components involving deployment of the SAV. In September 2019, MTC revised the IDEA Program of Projects to add LAVTA as a partner agency to the Project in addition to the City of Dublin. In November, the LAVTA Board of Directors authorized the Executive Director to enter into a funding agreement directly with MTC to utilize IDEA grant funds for this purpose.

### **Discussion**

With LAVTA now identified as a co-sponsor of the IDEA-funded Project, City of Dublin and LAVTA staff have agreed upon terms to amend the existing MOU to update each agency's respective roles and responsibilities in carrying out the Project, as set forth in Attachment 2. The proposed MOU Amendment allows for LAVTA's existing funding commitment from the Bay Area Air Quality Management District (BAAQMD) to satisfy MTC's local match requirements when applicable.

As project engineering proceeds, MTC, the City of Dublin, and LAVTA will determine collaboratively which agency will lead which procurements on a case-by-case basis to maximize efficiency and expediency of project delivery. In cases where LAVTA leads procurements related to the Project, the City of Dublin will substantively participate in the procurement efforts.

**Fiscal Impact**

None specific to the MOU or Amendment. A separate item detailing the related IDEA Program funding agreement with MTC for the Project was approved by the Board of Directors in November.

**Next Steps**

Dublin's City Council approved the MOU Amendment at their November 18 meeting. Following LAVTA Board approval, the Amendment will be finalized and executed by LAVTA and the City of Dublin. Staff will continue to provide regular updates to the Board on the progress of the SAV Project.

**Recommendation**

Staff requests that the Board of Directors authorize the Executive Director to execute Amendment 1 to the Memorandum of Understanding between the City of Dublin and LAVTA for the Shared Autonomous Vehicle Testing Project.

**Attachments:**

1. September 2018 Memorandum of Understanding between the City of Dublin and LAVTA for the Shared Autonomous Vehicle Testing Project
2. Amendment 1 to Memorandum of Understanding between the City of Dublin and LAVTA for the Shared Autonomous Vehicle Testing Project

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

**MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF DUBLIN AND THE  
LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY FOR THE SHARED  
AUTONOMOUS VEHICLE TESTING PROJECT**

THIS MEMORANDUM OF UNDERSTANDING (MOU) is entered into as of Sept 21, 2018, by and between the CITY OF DUBLIN (CITY), a municipal corporation of the State of California, and the LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY (LAVTA), a joint exercise of powers authority established pursuant to California Government Code Section 6500 et seq.

**RECITALS**

- A. The California Legislature enacted AB 1444, which provided authority for testing Shared Autonomous Vehicle (SAV) in Dublin through May 1, 2018.
- B. The California Department of Motor Vehicles has adopted new regulations that have allowed further testing along public streets beyond the May 1, 2018 sunset date of AB1444.
- C. LAVTA is in the process of finalizing the testing plan for its SAV project and would like to initiate the testing.
- D. CITY and LAVTA have agreed to implement SAV testing along public streets in the general vicinity of the East Dublin/Pleasanton BART Station (the "TESTING SITE").
- E. CITY received grant funding in the amount of \$385,000 from Metropolitan Transportation Commission (MTC) through the Innovative Deployments to Enhance Arterials (IDEA) program to support the SAV testing and to enhance bicycle and pedestrian safety in the vicinity of the TESTING SITE.
- F. CITY and LAVTA, in cooperation with MTC, desire to implement SAV testing and coordinate on grant funded improvements at a total of six (6) signalized intersections ("PROJECT"). The PROJECT will allow signal equipment to communicate with SAVs, LAVTA buses, and other vehicles.
- G. The PROJECT will be implemented by CITY with coordination and support from LAVTA.
- H. LAVTA represents that it has \$966,000 in funds from the Bay Area Air Quality Management District committed and available for the implementation of the SAV testing in CITY and part of this funding will be used to acquire and make available the SAV for the PROJECT.
- I. MTC, in coordination with CITY, has prepared various PROJECT documents including a Scope of Work for a consultant to design and implement the PROJECT.

- J. LAVTA represents that it will support CITY in completing the PROJECT.
- K. City will waive encroachment permit fees associated with the PROJECT.
- L. LAVTA, as part of its participation in the PROJECT, is ready and able to contribute staff time and resources through the design, construction and operational phases of the PROJECT.

**NOW THEREFORE**, the Parties hereby agree as follows:

**SECTION I  
PROJECT DESIGN, CONSTRUCTION AND ADMINISTRATION**

**A. LAVTA AGREES:**

- 1. To cooperate in reviewing PROJECT procurement documents, and the construction contract documents.
- 2. To designate a LAVTA representative, at its own expense, to work with CITY in coordinating all aspects of the PROJECT including planning, engineering, construction and installation work.
- 3. To cooperate in CITY's implementation of the MTC's IDEA grant, including any SAV vehicle testing data sharing as permitted by the law and as requested by CITY's SAV consultant for the sole purpose of implementing the PROJECT.
- 4. To acquire and make available a SAV for the PROJECT.
- 5. To assist in implementing communications between the PROJECT equipment and the SAV. This may include testing of equipment at off-site facilities used by LAVTA for the SAV testing in CITY.

**B. CITY AGREES:**

- 1. To pay for all costs associated with the design and construction of the PROJECT, except for the work that is being performed under MTC's contract relating to the development, design, and construction of the PROJECT.
- 2. To cooperate with LAVTA and its staff, agents, in planning, designing, constructing, testing, and implementing the PROJECT.

3. To designate, at its own expense, a CITY representative to work with LAVTA in coordinating all aspects of the PROJECT including planning, engineering, construction and installation work.

## **SECTION II MISCELLANEOUS PROVISIONS**


### **PARTIES MUTUALLY AGREE:**

1. Upon CITY completing and accepting all work on the PROJECT under this MOU, ownership and title to materials, equipment and appurtenances in relation to the PROJECT installed on LAVTA buses will automatically vest in LAVTA. No further agreement will be necessary to transfer ownership. LAVTA will be the sole owner and will be responsible for operation and maintenance of all PROJECT equipment installed on LAVTA buses as part of the PROJECT.
2. Nothing in the provisions of this Agreement is intended to create duties or obligations to or rights in third parties, or affect the legal liability of either party to the Agreement by imposing any standard of care with respect to the development, design, construction, operation, improvement or maintenance of public facilities different or greater than the standard of care imposed by law.
3. Neither LAVTA, nor its directors, officers and employees, shall be responsible for any damage, loss, expense, costs or liability occurring by any act or omission by CITY under or in connection with any work, authority or jurisdiction delegated to CITY under this Agreement. It is understood and agreed that, pursuant to Government Code Section 895.4, CITY shall fully defend, indemnify and save harmless LAVTA and its directors, officers and employees from all claims, suits or actions brought for or on account of injury (as defined in Government Code Section 810.8) occurring by reason of any act or omission by CITY under or in connection with any work, authority or jurisdiction delegated to CITY under this Agreement.
4. Neither CITY, nor its officers and employees, shall be responsible for any damage, loss, expense, costs or liability occurring by reason of any act or omission by LAVTA under or in connection with any work, authority or jurisdiction delegated to LAVTA under this Agreement. It is understood and agreed that, pursuant to Government Code Section 895.4, LAVTA shall fully defend, indemnify and save harmless the CITY, and its officers and employees from all claims, suits or actions brought for or on account of injury (as defined in Government Code Section 810.8) occurring by reason of act or omission by LAVTA under or in connection with any work, authority or jurisdiction delegated to LAVTA under this Agreement.
5. The PARTIES shall work together in the spirit of good faith and cooperation to successfully implement this Agreement. To the extent there are disagreements between the CITY and LAVTA, those disagreements shall immediately be raised between the parties. Prior to initiating any legal action, the parties hereto agree to meet in good faith to attempt to resolve any dispute.

6. If any term or provision of this Agreement, or the application of any term or provision of this Agreement to a particular situation, shall be finally found to be void, invalid, illegal or unenforceable by a court of competent jurisdiction, then notwithstanding such determination, such term or provision shall remain in force and effect to the extent allowed by such ruling and all other terms and provisions of this Agreement or the application of this Agreement to other situations shall remain in full force and effect. Notwithstanding the foregoing, if any term or provision of this Agreement or the application of such material term or condition to a particular situation is finally found to be void, invalid, illegal or unenforceable by a court of competent jurisdiction, then the parties hereto agree to work in good faith and fully cooperate with each other to amend this Agreement to carry out its intent.
7. Either the CITY or LAVTA may terminate this Agreement upon 60 days prior written notice to the other party.
8. This Agreement and all work performed thereunder shall be interpreted under and pursuant to the laws of the State of California.
9. Neither party may assign or delegate any of its rights or obligations hereunder without first obtaining the written consent of the other.
10. This Agreement shall commence as of the date entered and shall continue in effect until the parties reach a mutually agreeable date for termination of the Agreement after all work required by this Agreement has been completed.
11. All of the terms, provisions and conditions of the Agreement hereunder, shall be binding upon and inure the parties hereto and their respective successors, assigns and legal representatives.
12. This Agreement represents the entire agreement of the parties with respect to the subject matter hereof, and all such agreements entered into prior hereto are revoked and superseded by this agreement, and no representations, warranties, inducements or oral agreements have been made by any of the parties except as expressly set forth herein, or in other contemporaneous written agreements. This Agreement may not be changed, modified or rescinded except in writing, signed by all parties hereto, and any attempt at oral modification of this Agreement shall be void and of no effect.



LIVERMORE AMADOR  
VALLEY TRANSIT  
AUTHORITY



CITY OF DUBLIN

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Chris L. Foss  
City Manager

RECOMMENDED FOR APPROVAL

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RECOMMENDED FOR APPROVAL

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Gary Huisingsh  
Public Works Director

APPROVED AS TO FORM

  
General Counsel

APPROVED AS TO FORM

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John Bakker  
City Attorney

Dated:

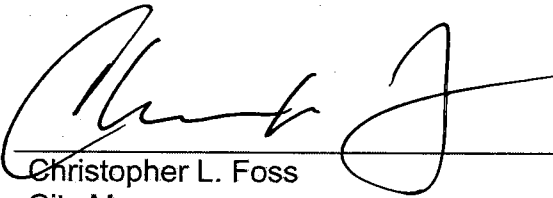
9/21/2018

Dated:

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LIVERMORE AMADOR  
VALLEY TRANSIT  
AUTHORITY

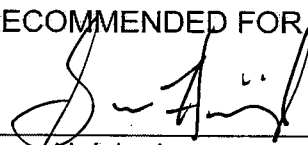
CITY OF DUBLIN



Christopher L. Foss  
City Manager

RECOMMENDED FOR APPROVAL

RECOMMENDED FOR APPROVAL



Gary Huisingh  
Public Works Director

APPROVED AS TO FORM

APPROVED AS TO FORM



John Bakker  
City Attorney

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

10/2/2018

**FIRST AMENDMENT TO THE  
MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF DUBLIN AND THE  
LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY FOR THE SHARED  
AUTONOMOUS VEHICLE TESTING PROJECT**

This FIRST AMENDMENT to the Memorandum of Understanding Between the City of Dublin and Livermore Amador Valley Transit Authority for the Shared Autonomous Vehicle Testing Project ("First Amendment") is made and entered into as of this \_\_\_\_ day of \_\_\_\_\_, 2019 ("Effective Date") by and between the CITY OF DUBLIN a municipal corporation of the State of California ("City"), and the LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY, a joint exercise of powers authority established pursuant to California Government Code Section 6500 et seq. ("LAVTA"). The CITY and LAVTA are each individually referred to as a "PARTY" and collectively referred to as the "PARTIES."

**RECITALS**

- A. CITY and LAVTA previously entered into a Memorandum of Understanding (the "MOU") dated September 18, 2018, in support of the testing of the Shared Autonomous Vehicles (SAV) within the City of Dublin ("PROJECT").
- B. CITY received grant funds, in the amount of \$385,000, from Metropolitan Transportation Commission ("MTC") through the Innovative Deployments to Enhance Arterials ("IDEA") Program to support the PROJECT and to enhance bicycle and pedestrian safety.
- C. Subject to the MOU, the PARTIES agreed to implement SAV testing along public streets in the general vicinity of the East Dublin/Pleasanton BART Station.
- D. The PARTIES desire to streamline administration of Metropolitan Transportation Commission (MTC) grant funds for the PROJECT and expedite project delivery by adding LAVTA as a partner agency to the grant-funded project in order to access some MTC-administered funds directly.
- E. MTC approved this change to its Program of Projects by MTC Resolution No. 4202, dated on September 4, 2019.
- F. The PARTIES further desire to amend the MOU to include LAVTA as an MTC grant recipient in addition to CITY.

**NOW, THEREFORE**, for the mutual consideration, the receipt and sufficiency of which is hereby acknowledged by both parties, the parties hereby agree as follows:

**SECTION I. Amendment to Section I.**

Section I of the MOU, entitled "PROJECT DESIGN, CONSTRUCTION AND ADMINISTRATION" is hereby amended by replacing Section I, Paragraph A (3). as follows:

LAVTA AGREES:

3. To cooperate with CITY and MTC in establishing LAVTA as a partner agency to CITY within MTC's IDEA Program for the purposes of grant administration; and to work cooperatively with CITY to implement the IDEA grant as per the IDEA grant provisions and as agreed upon by parties to MOU, including any SAV vehicle testing data sharing as permitted by the law and as requested by CITY's SAV consultant for the sole purpose of implementing the Project.

Section I of the MOU, entitled "PROJECT DESIGN, CONSTRUCTION AND ADMINISTRATION" is hereby amended by replacing Section I, Paragraph B (1) as follows:

CITY AGREES:

1. To coordinate with MTC and LAVTA in establishing LAVTA as a partner agency to CITY within MTC's IDEA Program for the purposes of grant administration; and to pay for any agreed upon costs for local match for the IDEA grant and for any other costs in the Project implementation as identified and agreed upon by parties to MOU, other than those local match funds which LAVTA can utilize based on prior funding commitments and in accordance with MTC's grant requirements; and to work collaboratively with MTC and LAVTA as the project proceeds to determine which agency will lead which procurement based on what would be the most efficient and expeditious approach to meeting the project delivery schedule; and to provide substantive participation in LAVTA-led procurement activities related to implementing the Project.

**SECTION II. General Provisions**

A. Counterparts

This Amendment may be executed by parties in one or more counterparts, each of which shall be deemed as original, and all of which in the aggregate shall constitute one and same document.

B. Effective Provisions

Excepting only the amendments specifically set forth in this Amendment, the terms and provisions of the MOU shall remain in full force and effect.

C. Conflicting Provisions

In the event of a conflict between the terms and provisions of the MOU and the terms and provisions of this Amendment, the terms and provisions of this Amendment shall govern and control.

LIVERMORE AMADOR  
VALLEY TRANSIT  
AUTHORITY

CITY OF DUBLIN

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Michael S. Tree  
Executive Director

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Christopher L. Foss  
City Manager

APPROVED AS TO FORM

APPROVED AS TO FORM

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Michael S. Conneran,  
Hanson Bridgett LLP  
General Counsel to LAVTA

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John Bakker  
City Attorney

Dated:

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Dated:

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## **AGENDA**

### **ITEM 7**

## STAFF REPORT

SUBJECT: Contract Award for Individualized Marketing Services

FROM: Tony McCaulay, Director of Planning and Marketing

DATE: December 2, 2019

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### Action Requested

Authorize the Executive Director to enter into a contract with Steer Davies & Gleave (dba Steer), for the implementation of an Individualized Marketing Program.

### Background

On September 13, Staff issued a Request for Proposals #2019-09 for a consultant to provide Individualized Marketing Services in two targeted areas. These two target areas are:

- In Pleasanton, within ¼ mile walking distance of bus stops on the Route 10R from the intersection of Santa Rita Road and Valley Avenue to the Dublin/Pleasanton BART Station
- In Dublin, within ¼ mile walking distance of bus stops on the Route 30R from the intersection of Dublin Boulevard and Fallon Road to the Dublin Pleasanton BART Station

These target areas are served by LAVTA's two high frequency Rapid bus services, routes 10R and 30R. These routes provide direct access to BART and are comparable in terms of time of travel and expense (round trip bus fare is \$3 with a Clipper Card and parking at the BART stations is \$3) to the private automobile. These two routes accounted for 55% of total systemwide ridership in FY 2019.

The most recent individualized marketing effort took place in May-September 2018 along the Route 30R in Dublin and Livermore. Boardings at bus stops located in the Dublin outreach zone increased by 12.5 percent in October-December 2018 as compared to October-December 2017. Key results from the post program survey include:

- 48% of program participants tried the 30R Rapid Bus after speaking with a Travel Advisor;
- Average bus trips among participants increased from 0.5 trips per week to 1.7 trips per week;
- 70% of follow-up respondents indicated that they were somewhat or very likely to use the 30R in the future.

As a result of lessons learned in the two previous phases of the individualized marketing outreach, this iteration of the program includes some key changes:

- Single family homes will not be included in the outreach effort, as the success rate at those residences was significantly lower than at multi-family housing developments
- Exclude the Livermore section of the Route 30R that was included in the previous effort, as the success rate was significantly lower than the Dublin segment
- The ¼ mile target zone for outreach will be measured by actual walk distance to the nearest bus stop, accounting for barriers such as walls and circuitous access paths
- All residences will be given the opportunity to opt out of the program prior to the start of the door-to-door outreach
- Employees of businesses in the target areas will also be included in the outreach program, with the level of engagement determined by size of business
- There will an increased emphasis on outreach at the Dublin/Pleasanton BART Station and at community events such as the St. Patrick's Day Festival and farmers' markets.

The goal of this outreach effort is to increase average weekday ridership in the target zones by a minimum of 250 per day.

### **Discussion**

Three proposals were received in response to the RFP. The proposers were Steer Davies & Gleave, Ltd., Alta Planning and Design, Inc., and Creative Digital Agency. The evaluation team included Executive Director Michael Tree; Director of Planning and Marketing Tony McCaulay; and Lisa Adamos, Economic Development Specialist with the City of Pleasanton. The review team evaluated the proposals on four criteria: Completeness and thorough conformance with the terms and requirements of the RFP; project plan and technical approach; proposer qualifications and experience and price.

All three proposers were invited to make oral presentations to the evaluation team on Wednesday October 30. Following the review of the written proposals and the oral presentations, all three members of the evaluation team rated Steer Davies & Gleave, Ltd., as their top rated candidate. The results of the ratings were as follows:

	Steer	Alta	Creative Digital
Average Score (100 possible)	89	81	49
Number of first place rankings	3	0	0
Number of second place rankings	0	3	0
Number of third place rankings	0	0	3

### **Fiscal Impact**

Approximately 88 percent of the cost of this project is funded by federal funds distributed by the Metropolitan Transportation Commission (MTC). The remainder will come from LAVTA funds. The FY 2020 portion of LAVTA's contribution was included in the adopted FY 20 LAVTA Budget.

Steer's price proposal was \$248,082.50. All three price proposals were within \$2,200 of each other.



**Recommendation**

Staff recommends that the LAVTA Board authorize the Executive Director to enter into a contract with Steer Davies & Gleave, Ltd., for the development and implementation of LAVTA's Individualized Marketing Program, in an amount not to exceed \$272,890.75, which represents Steer's price proposal plus a 10 percent contingency.

**Attachments:**

1. Draft Resolution 28-2019 Awarding LAVTA's Individualized Marketing Services Contract

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

**RESOLUTION 28-2019**

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

**WHEREAS**, the LAVTA requires the services of a third party contractor to implement individualized marketing strategies for the purpose of providing community outreach in key corridors of LAVTA's service area; and

**WHEREAS**, the agency's issued a Request for Proposals 2019-09; and

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

**NOW, THEREFORE BE IT RESOLVED**, by the Board of Directors of the Livermore Amador Valley Transit Authority that the LAVTA Board approves entering into a contract with Steer Davies & Gleave, Ltd. for \$248,082.50 for this project, and directs the Executive Director to sign a contract on their behalf; and

**BE IT FURTHER RESOLVED** that the Board of Directors authorizes the Executive Director to expend a 10% contingency amount not to exceed \$24,808.25.

PASSED AND ADOPTED this 2nd day of December 2019.

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David Haubert, Chair

Attest:

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Michael Tree, Executive Director

## **AGENDA**

### **ITEM 8**

## STAFF REPORT

SUBJECT: Radio Communications Equipment Procurement

FROM: David Massa, Senior Fleet & Technology Management Specialist

DATE: December 2, 2019

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### **Action Requested**

Approve the contract award for the purchase and delivery of Replacement Radios and associated hardware/software, to Harris Corporation, of Lynchburg, Virginia.

### **Background**

In 2011, the LAVTA Board of Directors authorized staff to join East Bay Regional Communications System, P-25 network herein known as EBRCS and take the necessary steps to convert radio voice communications to the new system. In late 2012 that transition took place.

The current voice network operated by the EBRCS is scheduled to begin transitioning from radio transmission in FDMA (Frequency Division Multiple Access) format to TDMA (Time Division Multiple Access) in mid-2020 herein referred to as TDMA. LAVTA's current radios do not support TDMA. This will require LAVTA to replace all radios that the agency owns with radios capable of handling the new TDMA standard in order to continue utilizing EBRCS.

### **Discussion**

It should be noted that the Tait 9400 Series Radio available from Harris Corporation, is the only radio available that meets both the EBRCS TDMA specifications and the specifications required for LAVTA's current ITS system. These will be purchased through the National Association of State Procurement Officials (NASPO) (Formerly WSCA) contract/master agreement #06913.

### **Budget**

The Board-approved FY2020 Capital Budget included the funding for this project. The funding source is local funds (TDA).

### **Next Steps**

Upon Board approval of this purchase, LAVTA Executive Director and Legal Counsel will complete the contract documents for submittal to Harris Corporation to initiate the building of the radios per LAVTA's specifications.

**Recommendation**

Staff recommends the Board of Directors approve the contract award for the purchase and delivery of Replacement Radios and associated hardware/software, to Harris Corporation, of Lynchburg, Virginia, in the amount of \$228,587.62 plus applicable sales taxes and shipping costs.

**Attachments:**

1. Resolution 29-2019 Resolution Authorizing the Purchase of Replacement Radios and Associated Hardware/Software

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

**RESOLUTION NO. 29-2019**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY  
AUTHORIZING THE PURCHASE OF REPLACEMENT PROJECT 25 RADIOS  
AND ASSOCIATED HARDWARE/SOFTWARE FROM HARRIS  
CORPORATION**

**WHEREAS**, LAVTA owns a fleet of buses that utilize radio communication devices to track and monitor said buses based on a communications system in coordination with East Bay Regional Communications System P-25 network (EBRCS); and

**WHEREAS**, the current system operated by the EBRCS is scheduled to begin transitioning from radio transmission in Frequency Division Multiple Access (FDMA) format to Time Division Multiple Access (TDMA) in mid-2020; and

**WHEREAS**, the radios that LAVTA currently utilizes are not capable of transmitting in the TDMA format; and

**WHEREAS**, an existing National Association of State Procurement Officials (NASPO) (Formerly WSCA) contract/master agreement #06913 with Harris Corporation is available to LAVTA for the purchase of radios and associated hardware/software needed for the radio replacement project; and

**WHEREAS**, staff recommends that the Board of Directors award a contract to Harris Corporation for the purchase and delivery of replacement radios and associated hardware/software in the amount of \$228,587.62 plus sales taxes and shipping costs.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Livermore Amador Valley Transit Authority that the Executive Director may enter into a contract with Harris Corporation for \$228,587.62 plus applicable sales tax and shipping, for the purchase and delivery of replacement radios and associated hardware/software.

**PASSED AND ADOPTED** this 2<sup>nd</sup> day of December, 2019.

BY \_\_\_\_\_  
David Haubert, Chair

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

## **AGENDA**

### **ITEM 9**

## STAFF REPORT

**SUBJECT:** Declaration of Surplus Property in Compliance with LAVTA Policy for Disposition of Surplus Property

**FROM:** David Massa, Senior Fleet & Technology Management Specialist

**DATE:** December 2, 2019

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### **Action Requested**

Request that the Board of Directors to declare the attached list of vehicles as surplus property, and authorize the Executive Director to determine the best method of disposition.

### **Background**

LAVTA has two (2) road supervisor vehicles and one (1) shop truck that are all fully depreciated. They are past their useful life and have been replaced. Both have mechanical issues that would cost more than they are worth to repair.

### **Discussion**

LAVTA's "Policy for Disposition of Surplus Property" requires that the Board of Directors declare any property with an original acquisition cost of \$25,000 and any rolling stock, regardless of acquisition cost, as surplus and specify the method of disposition.

The Policy for Disposition of Surplus Property identifies five methods for disposing of property:

1. Sealed Bid
2. Negotiated Sales
3. Trade-In
4. Donation
5. Scrap

Staff recommends selling the vehicles through negotiated sales or sealed bid, specifically the auction site that has proved successful in the past, and if no sales result, to look into the option of scrapping the vehicles.

### **Next Steps**

After the vehicles have been declared surplus, staff will begin the process for disposal of the vehicles.



**Recommendation**

Staff recommends the Board of Directors declare as surplus two (2) road supervisor vehicles and one (1) shop truck, and authorize their disposal through a method consistent with LAVTA's Policy for Disposition of Surplus Property.

**Attachments:**

1. Surplus Vehicles August 2019
2. Resolution 30-2019 Authorizing the Disposal of Surplus Vehicles

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

	2019 Retirement	Make	Model	Year	Condition	Mileage
1	6407	Honda	Civic Hybrid	2009	Fair	140,333
2	6404	Chrysler	Town & Country	2007	Fair	245,382
3	6317	Dodge	Ram 2500	1999	Fair	96,238

**RESOLUTION NO. 30-2019**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY  
AUTHORIZING THE DISPOSAL OF TWO RETIRED VEHICLES**

**WHEREAS**, LAVTA has two road supervisor vehicles and one shop truck, which consist of one Honda Civic, one Chrysler Town & Country, one Dodge Ram 2500 which have exceeded their useful life; and

**WHEREAS**, staff has procured replacement vehicles included in the FY2019 capital budget approved by the Board of Directors; and

**WHEREAS**, the old vehicles need to be disposed of in accordance with LAVTA's Policy for Disposition of Surplus Property which requires authorization from the Board of Directors (Board); and

**WHEREAS**, staff recommends that the Board authorize the Executive Director to dispose of the two vehicles in accordance with LAVTA's Policy for the Disposition of Surplus Property.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Livermore Amador Valley Transit Authority that the Executive Director may authorize the disposal of the two vehicles described above utilizing any of the methods set forth in LAVTA's Policy for the Disposition of Surplus Property.

**PASSED AND ADOPTED** this 2<sup>nd</sup> day of December, 2019.

BY \_\_\_\_\_  
David Haubert, Chair

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

## **AGENDA**

### **ITEM 10**

## STAFF REPORT

SUBJECT: Farebox Upgrade

FROM: David Massa, Senior Fleet & Technology Management Specialist

DATE: December 2, 2019

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### Action Requested

Staff requests that the Board of Directors authorize the Executive Director to execute an Agreement between LAVTA and Genfare to replace obsolete fareboxes on six (6) LAVTA-owned buses, plus one farebox to be used for driver training.

### Background

LAVTA has utilized Genfare, as its cash fare collection system since 1999. In 2016 and 2017 as part of LAVTA's bus procurements the agency replaced an obsolete farebox, the Cents-A-Bill with a new model FastFare. In order to maintain consistence and utilize features not available on the old fare box the remaining active fleet was retrofitted in 2018.

Since then LAVTA has had to reactivate its contingency fleet consisting of 6, 2003 Gillig low floor buses in order to meet ridership demand. These buses are still equipped with the outdated Cents-A-Bill fareboxes.

LAVTA also needs to replace its old training farebox with the new model FastFare. This is utilized by the contractor, MV, during operator training.

### Discussion

Replacing the remaining obsolete fareboxes will maintain a standardized fleet and cash fare collection system. Additional benefits of the FastFare units include:

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

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

**Fiscal Impact**

LAVTA has a FTA grant for the Farebox retrofit. LAVTA realized savings with the first procurement in 2018 and the amount remaining on the grant will provide 80% of the revenue to pay for this project, with the remaining 20% provided by local TDA funds. The project budget is \$146,278 and consists of the contract award amount of \$132,978 for all materials necessary, labor to install, shipping and tax and a 10% project contingency of \$13,300.

**Next Steps**

Upon execution of the agreement with Genfare, LAVTA will issue a purchase order for the equipment and installation of six (6) FastFare fareboxes and one training unit.

**Recommendation**

Staff requests that the Board of Directors authorize the Executive Director to execute a Sole Source Agreement between LAVTA and Genfare to replace obsolete fareboxes on six (6) LAVTA-owned buses and purchase one training unit.

Attachments:

1. Resolution 31-2019 Resolution Authorizing the Purchase of Replacement Fareboxes

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

**RESOLUTION NO. 31-2019**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY  
AUTHORIZING THE PURCHASE OF REPLACEMENT FAREBOXES AND  
ASSOCIATED HARDWARE/SOFTWARE FROM GENFARE**

**WHEREAS**, LAVTA owns a fleet of buses that utilize Genfare's FastFare fareboxes to collect fares and dispense various passes; and

**WHEREAS**, the 6 buses originally slated for contingency fleet status have been pushed back into regular revenue service due to increased ridership demand; and

**WHEREAS**, these 6 buses are equipped with obsolete Genfare Cents-A-Bill fareboxes which need to be upgraded in order to be maintained, dispense passes and to match the rest of the fleet; and

**WHEREAS**, LAVTA's fixed infrastructure is designed to exclusively work with Genfare fareboxes; and

**WHEREAS**, Genfare has provided a quote for all parts and labor necessary to for the purchase and installation of the new FastFare fareboxes on the 6 buses for \$146,278; and

**WHEREAS**, staff recommends that the Board of Directors award a contract to Genfare for the purchase, delivery and installation of FastFare fareboxes and associated hardware/software on LAVTA's buses for \$146,278 plus applicable sales tax and shipping.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Livermore Amador Valley Transit Authority that the Executive Director may enter into a sole source contract with Genfare for \$146,278 plus applicable sales tax and shipping, for the purchase, delivery, and installation of replacement FastFare fareboxes and associated hardware/software.

**PASSED AND ADOPTED** this 2<sup>nd</sup> day of December, 2019.

BY \_\_\_\_\_  
David Haubert, Chair

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

## **AGENDA**

### **ITEM 11**



## EXECUTIVE DIRECTOR'S REPORT

December 2019

### ***2019 Stuff-A-Bus Food Drive***

Our annual Stuff-a-Bus Food Drive was held on Saturday November 16 at the Lucky Supermarket in Pleasanton. Individual donations ranged from a single can to about 50 pounds. In addition, employees from Gillig held their own food drive in support of the Stuff-a-Bus event and donated 300 pounds of non-perishable food items. Our fixed route and paratransit service providers MV and MTM each donated \$250 in gift cards. The total weight of donated items exceeded 1,750 pounds. In addition, cash and gift card donations totaled over \$880. All donations were delivered to Open Heart Kitchen and Tri-Valley Haven. Both organizations were quite pleased with the results, which were up more than 10 percent over last year.



### ***Tri-Valley Hub Network Integration Study***

The Tri-Valley Hub Network Integration Study's Technical Advisory Committee (TAC) had their first meeting on Tuesday November 19. Fourteen agencies were invited to participate and twelve were represented at the meeting. Shannon Simonds with the Caltrans Division of Rail & Mass Transportation provided an overview of the State Rail Plan and how this hub study project fit in with other similar efforts throughout the state. The meeting also included a review of I-580 and I-680 corridor planning studies that had been completed in the past five years so that those efforts could be reviewed and incorporated into this effort. The study is expected to be completed in late 2020.

### ***Short Range Transit Plan Kickoff***

On Thursday November 21, Planning and Marketing Director Tony McCaulay and I met with the consulting team from Nelson\Nygaard to kick off the Short Range Transit Plan project. The first step in the project is the data gathering phase. A survey of current riders and an online community survey are scheduled for the latter part of the first quarter of 2020. The project also includes the development of a transit service improvement plan and a short and long range capital improvement plan, with associated budgets for each. This project is also scheduled for completion by the end of 2020.

### ***KKIQ Wayne Coy's Toy Drive***

We are again helping radio station KKIQ with their annual Wayne Coy's Toys toy drive. The event will take place at the Stoneridge Mall on Friday December 6 from 6 am – 6 pm. KKIQ will be broadcasting live and our bus will be located near the Macy's entrance between PF Chang's and the Cheesecake Factory. All donated toys will be given to the Toys for Tots organization.

### ***Holiday Parades***

Again this year, we will have vehicles entered in the holiday parades in both Livermore and Pleasanton. Both events are scheduled for Saturday December 7. The Livermore parade starts at 6:00 pm and the Pleasanton parade starts at 5:00 pm.

### ***Update on Shared Autonomous Vehicle (SAV) Program***

Staff continues to work on the site preparation for the SAV while we are waiting for the NHTSA letter to arrive. Staff has been calling NHTSA staff daily to check on the status of the letter. Indication for NHTSA is that the letter is drafted and just waiting a signature. Meanwhile, Staff has been working with our contractor, Transdev and the City of Dublin for final site requirements including signage and foliage trimming. Additionally, myself and Staff have been working on the amendment with BAAQMD for the SAV Project and will be finalizing the amendment concurrent with receiving the authorization to test letter from NHTSA so that timelines are in sync and no further amendments are necessary.

### ***GoTri-Valley***

We received a draft funding agreement in regards to the BAAQMD grant that LAVTA was awarded to expand GoDublin into the rest of our service area. Staff will be working with BAAQMD staff to finalize the agreement. Service is scheduled to start by July 1, 2020, although it could start sooner.

### ***Dublin Parking Garage***

Alameda County GSA has brought on new staff for the project. Once the County updates LAVTA on the project schedule, LAVTA should be able to execute project-specific funding agreements with both Caltrans and GSA to pass through state TIRCP funding for the project, which the California Transportation Commission allocated in October.

### ***Pleasanton BRT Enhancements***

Final plans and specifications were delivered by Kimley-Horn earlier this month, with only minor issues outstanding. The IFB is under review by Alameda CTC for compliance with their funding requirements, after which LAVTA will advertise the construction project for bid. Staff is finalizing procurements for equipment needed for the project based on the final plans and specifications. Construction is currently expected to begin in early spring and be completed by the end of summer.

### ***Transit Signal Priority Upgrade and Expansion***

Intersection equipment was received in late September. Project staff from LAVTA and GTT held a kick-off meeting earlier this month to survey on-board equipment installations. Bids from qualified contractors to install the intersection equipment are due December 6. Installations can be expected in late winter/early spring followed by system testing and acceptance.

Attachments:

1. Quarterly Operations Report
2. Board Statistics October 2019
3. FY20 Upcoming Items

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

STAFF REPORT

SUBJECT: FY 2020 1st Quarter Report – Operations

FROM: Jonathan Steketee, Customer Service and Contract Compliance Manager

DATE: December 2, 2019

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**Action Requested**

None. Informational Only

**Background**

This report is intended to provide a summary and analysis of operations for the first quarter of FY2020 (July 2019 to September 2019), including fixed route, paratransit, safety, and customer experience metrics.

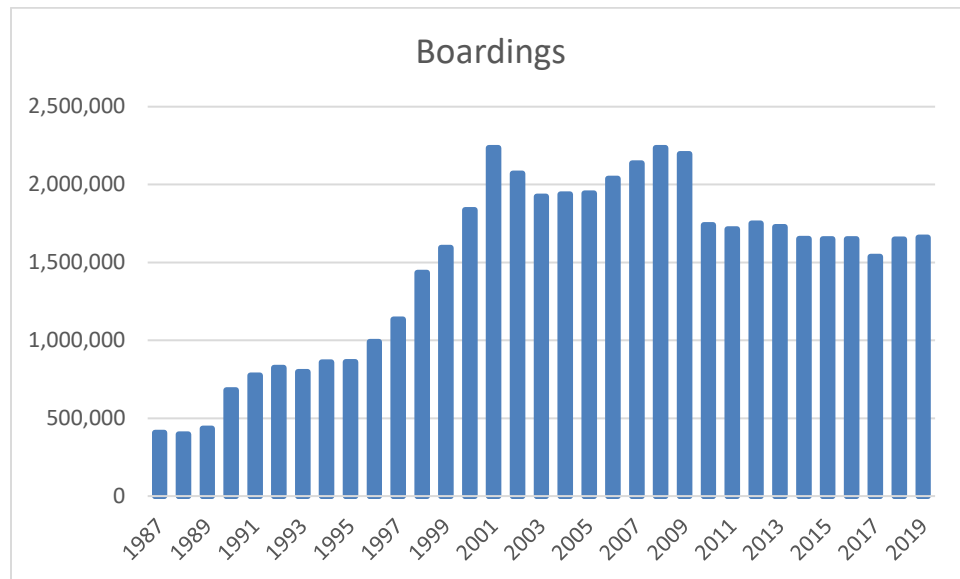
**Discussion**

**Overview:**

- Ridership on fixed route increased by 11.3% compared to Q1FY19!
- On Time Performance for the fixed route remained consistent in the mid 80 percentile.
- Paratransit ridership remained consistent with the year prior.
- Paratransit on time performance during Q1FY20 was lower than Q1FY19. Staff is working on an action plan with MTM in order to address the on time performance.
- Accidents were significantly reduced for both fixed route and paratransit systems.

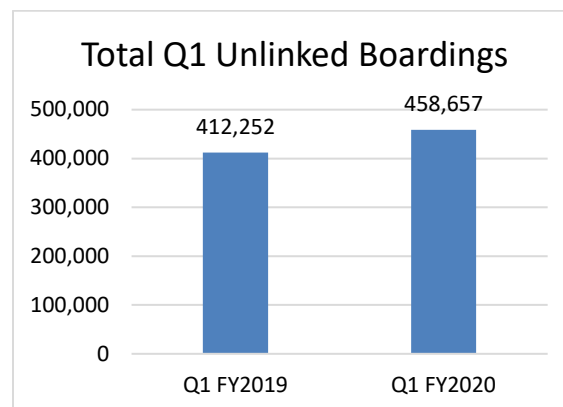
### Fixed Route

The following graph shows the long-term ridership trend for the Wheels service from the agency's inception through the fiscal year that ended on June 30, 2019. The agency saw its highest ridership period during the 2000s; following which ridership receded to pre-2000 levels and has remained relatively stationary since.

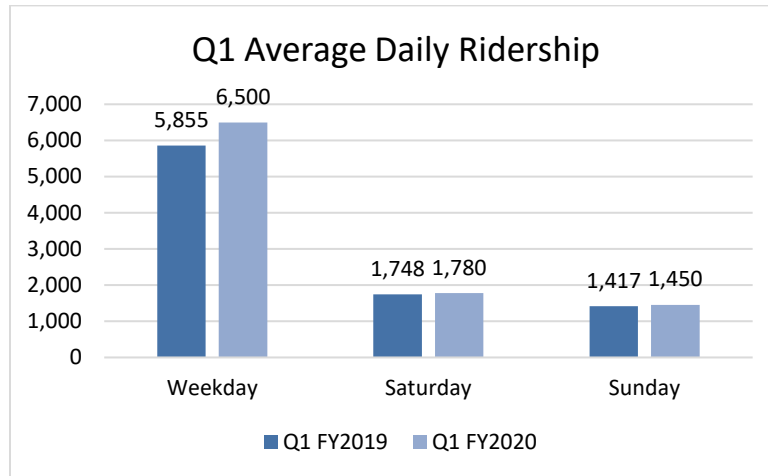


Year-over-year, FY2018 to FY2019 continued the steady trend, at +0.8%. The primary drivers in sustaining ridership have been the Las Positas College pass program and increased demand for high school student ridership in Dublin.

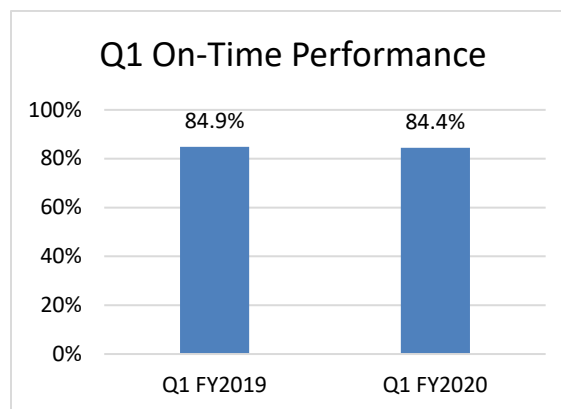
Turning to the quarterly year-on-year comparisons, the chart below shows the total number of boardings for the first quarter of this fiscal year, compared with the same quarter of last year. A total of 458,657 boardings were recorded in Q1 of FY2020 – an increase of 11.3% for the quarter compared to the quarter-year prior.



The Q1 average weekday ridership was approximately 650 boardings above the same quarter of last year, while Saturday and Sunday ridership was largely stationary.

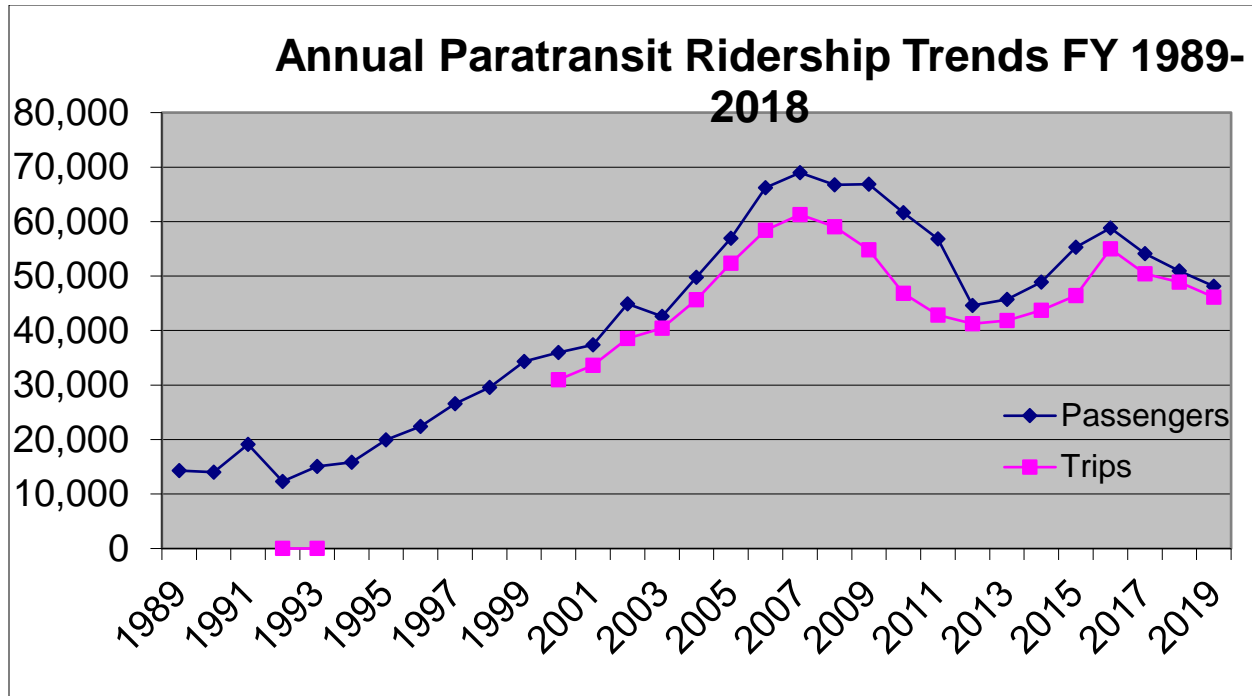


On-time performance for the fixed route system in Q1 was relatively stable compared to Q1 last year, ending at an average on-time percentage of 84.4%.

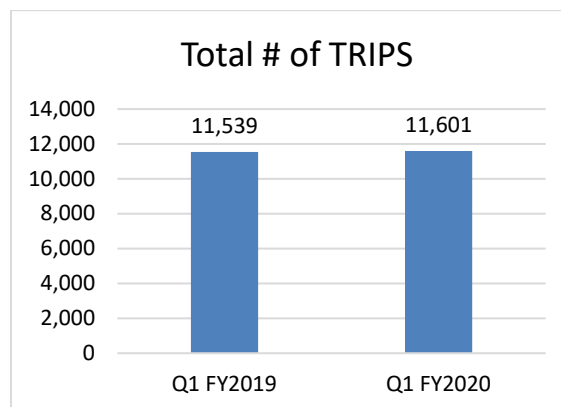


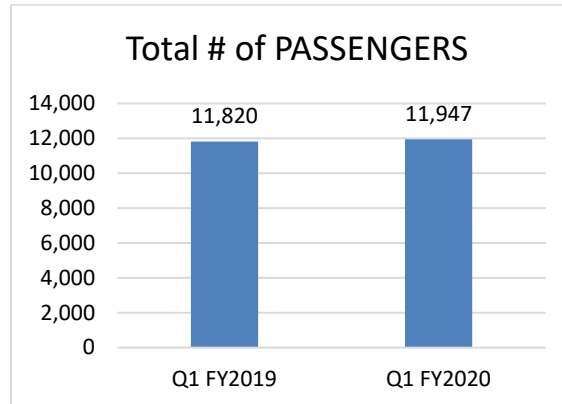
## Paratransit

The graph below provides an overview of the historic annual paratransit ridership trend from the agency's inception thru the end of fiscal year 2019:

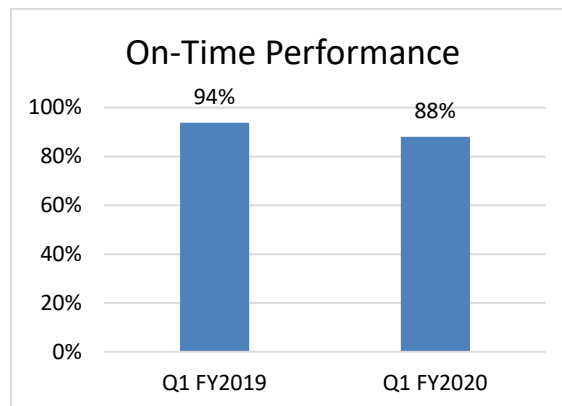


When comparing the Q1, FY20 to the year prior, Q1, FY19, we can see that there has been a slight decrease of 0.54% in the number of one-way trips while there has been a small increase of 1.07 % in the number of total passengers, which the following two graphs illustrate. The total number of passengers' statistics includes personal care attendants and companions in addition to the ADA paratransit eligible riders. LAVTA pays the service contractor per trip, not per passenger.





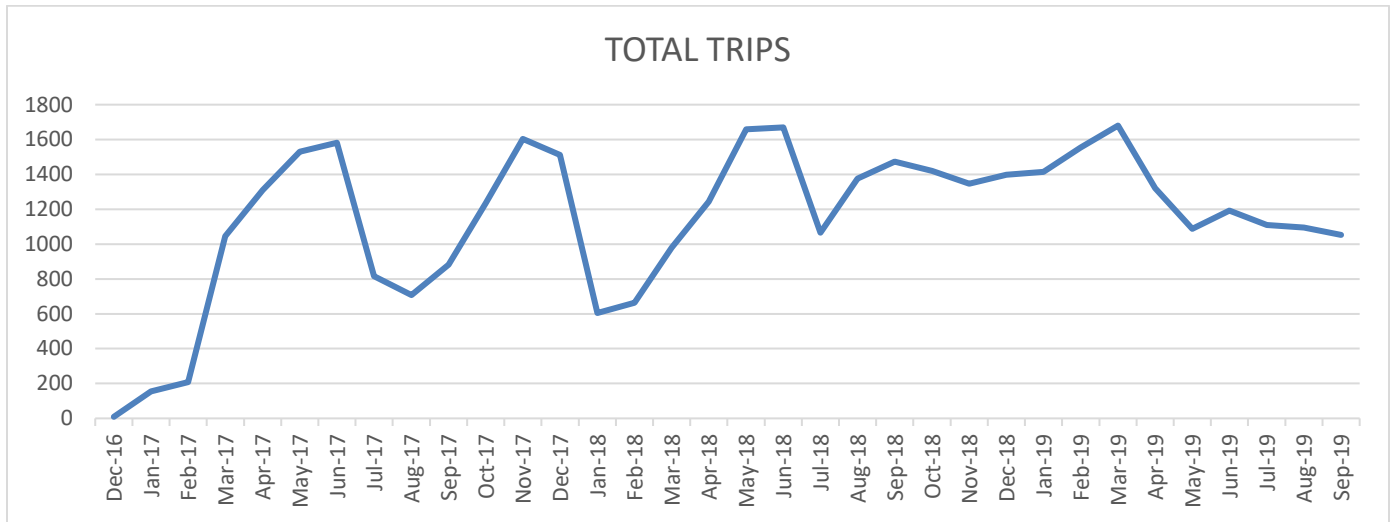
On-time performance (OTP) has **decreased** from 94% in Q1, FY19 to 88% in Q1, FY20.





## GoDublin

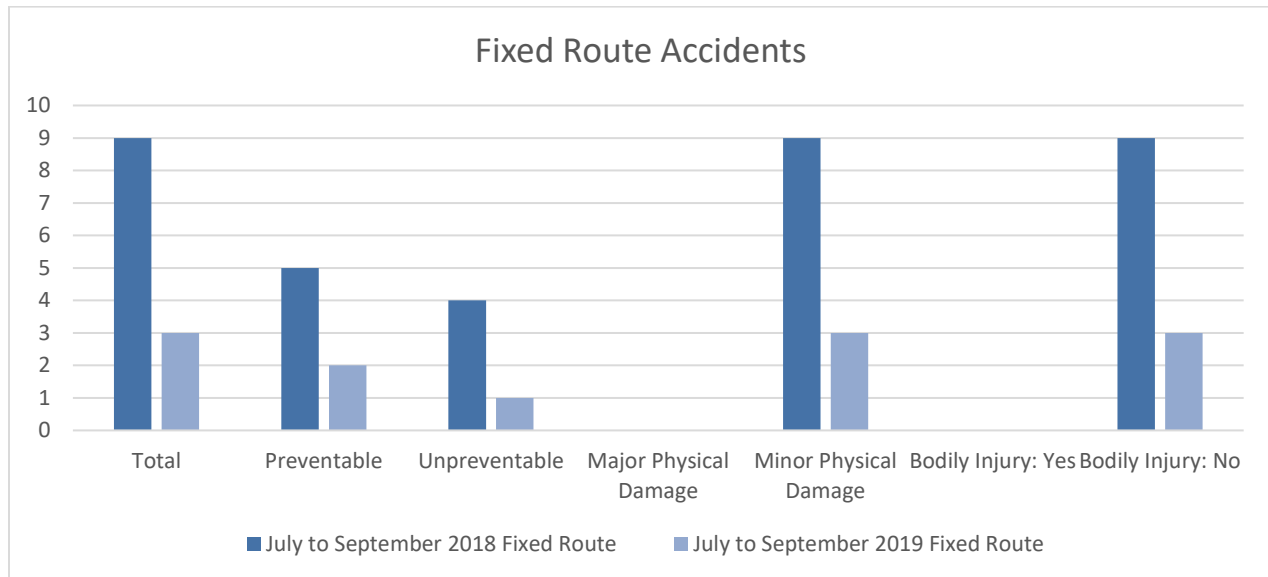
The GoDublin program has leveled off with ridership at about 1,200 trips per month. In March 2019 the number of rides provided per month peaked at 1,680 rides. The cost per ride averaged over the duration of the program is \$3.11 compared to approximately the \$26 per passenger on the routes eliminated during the service adjustment following the comprehensive operational analysis. Rides did reduce during Q4FY19 due to an issue with one of the TNC partner's promo code. Staff has worked with the partnership to ensure resolution of the issue. Additionally, staff is working with the company to do a direct marketing to those that were affected. Because of the issue, ridership continues to be low with that company.



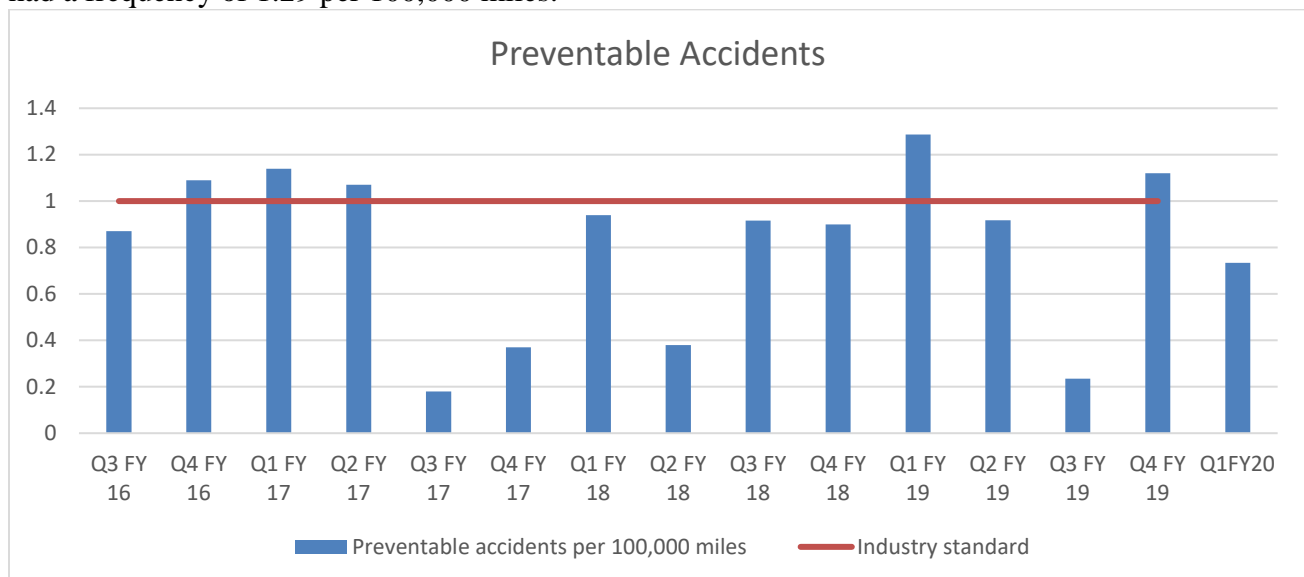
## Accidents/Incidents

### Fixed Route

The accident/incident statistics for Q1 FY2020 decreased significantly from Q1 FY2019.

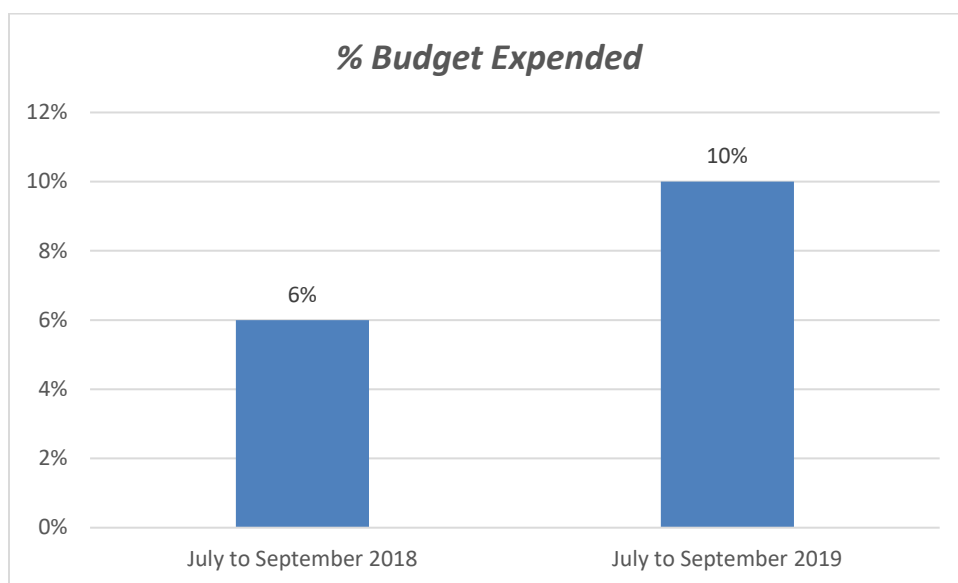
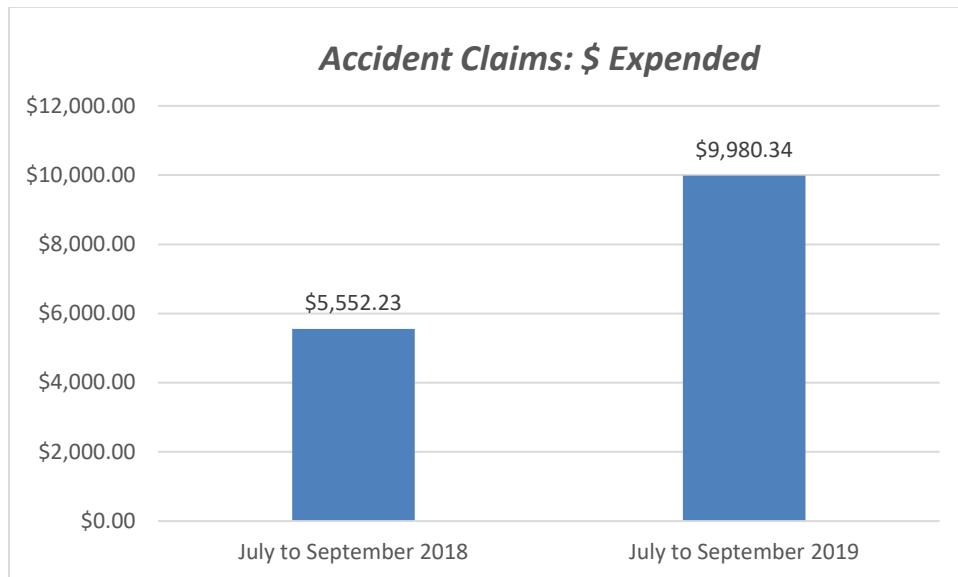


Using the transportation industry standard measurement of accident frequency ratio (AFR), we had a ratio of 0.73 accidents per 100,000 miles which was a large decrease from Q1FY19 which had a frequency of 1.29 per 100,000 miles.

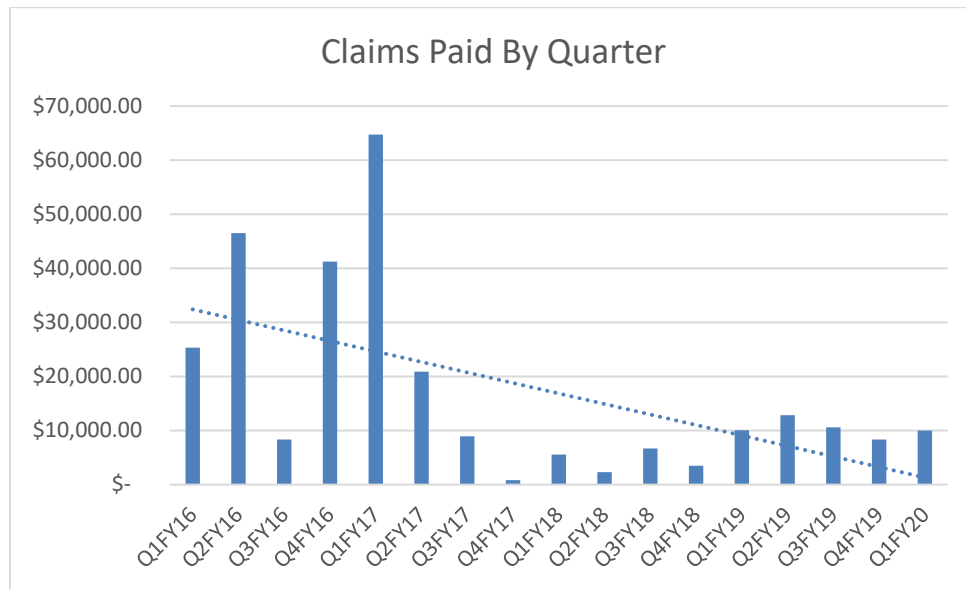


Claims Activity

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

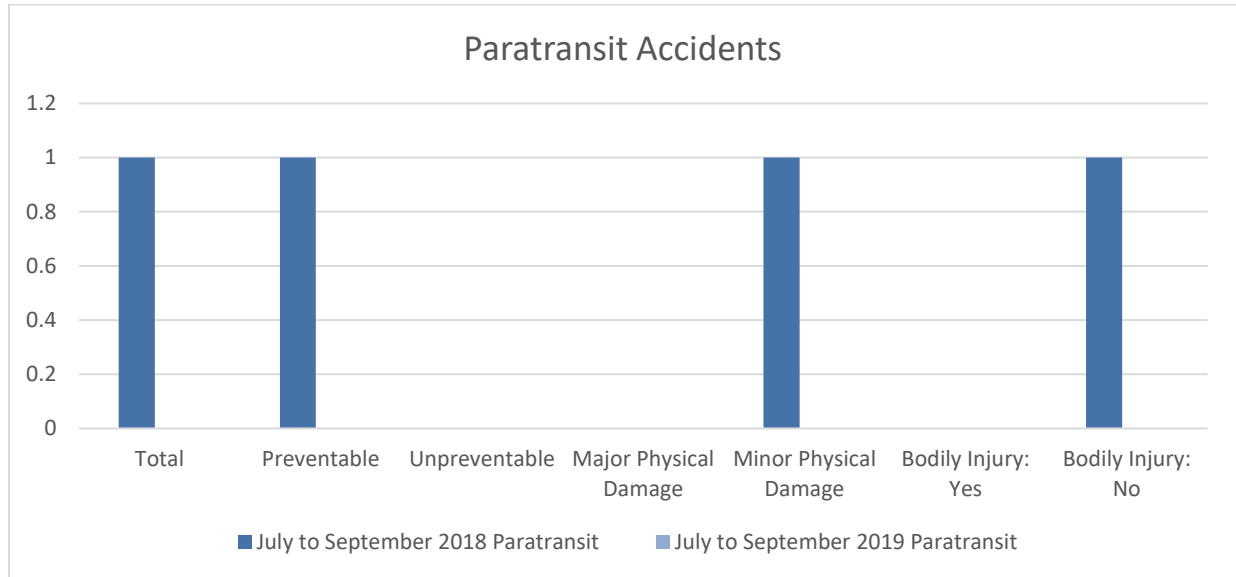


It is important to note that even though more dollars were expended in Q1FY20 than in Q1FY19, the current trend in claim expenditures continues to decline. Dollars expended are for claims settled during the quarter and not for the specific claims originating in the quarter.



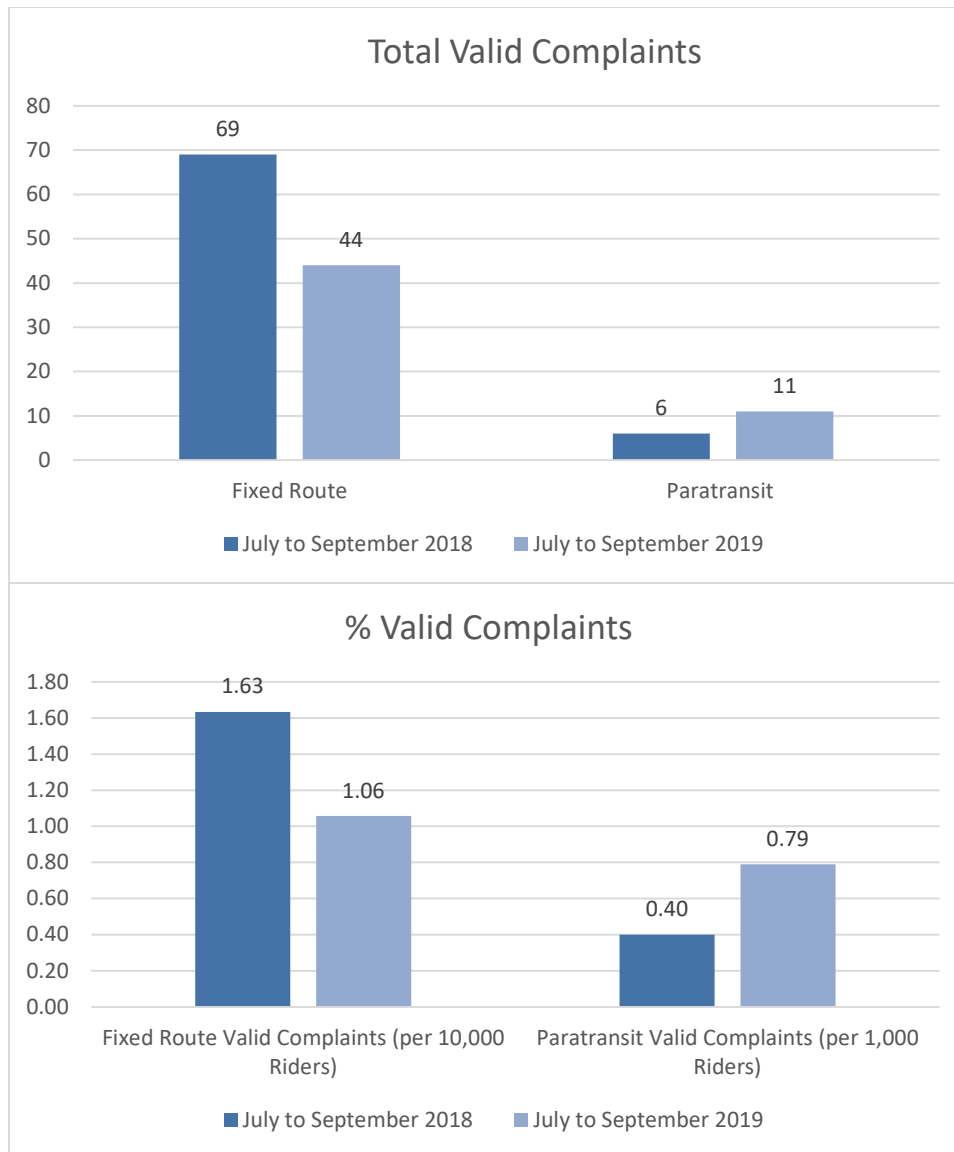
### Accidents/Incidents *Paratransit*

In Q1 FY2020 there was a decrease in paratransit accident/incidents. Paratransit was accident free for the quarter!



### Customer Service

Customer Service staff processed a total of 278 customer requests for Q1 FY20. The number of requests increased by 64 requests compared to Q1 FY19. It should be noted, we had several individuals contact us via our customer service request in regards to the expansion of service to Schaefer Ranch in Dublin. LAVTA's Service Quality Standards Index, a measurement of performance for fixed route and paratransit service providers, tracks the number of **valid** complaints for both fixed route and paratransit service, as noted for the quarter in the chart below.



Fixed Route complaints are measured by a ratio of number of complaints per 10,000 riders and paratransit is measured at complaints per 1,000 riders.

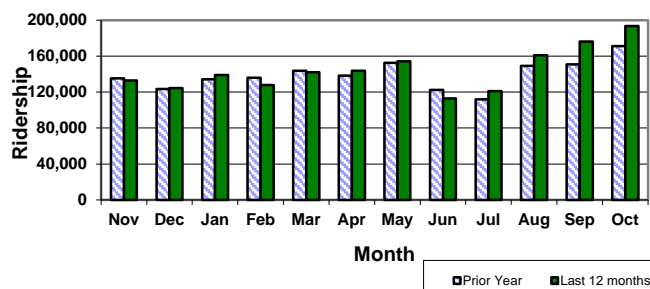
# Monthly Summary Statistics for Wheels

## October 2019

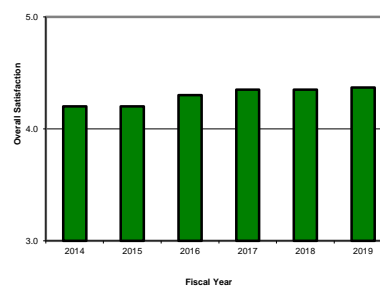
### FIXED ROUTE

	October 2019			% change from one year ago		
Total Ridership FY 2019 To Date	652,378			11.8%		
Total Ridership For Month	193,731			13.2%		
Fully Allocated Cost per Passenger	\$7.19			-0.6%		
	Weekday	Saturday	Sunday	Weekday	Saturday	Sunday
Average Daily Ridership	7,852	1,870	1,416	13.6%	12.5%	3.6%
Passengers Per Hour	17.7	11.8	9.1	12.1%	10.4%	3.6%
	October 2019			% change from last month		
On Time Performance	84.1%			-0.5%		

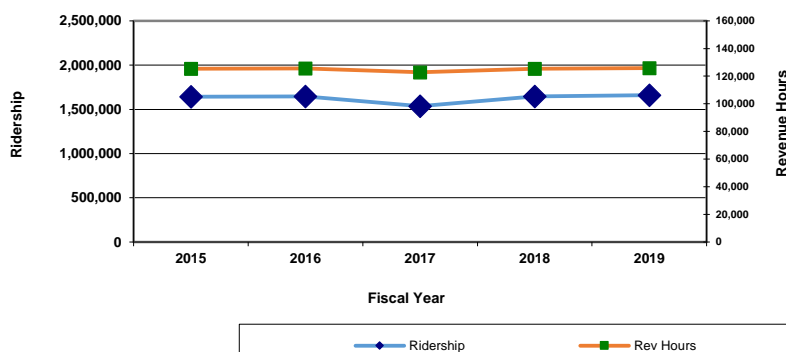
Monthly Unlinked Boardings and Revenue Hours  
Last 24 Months



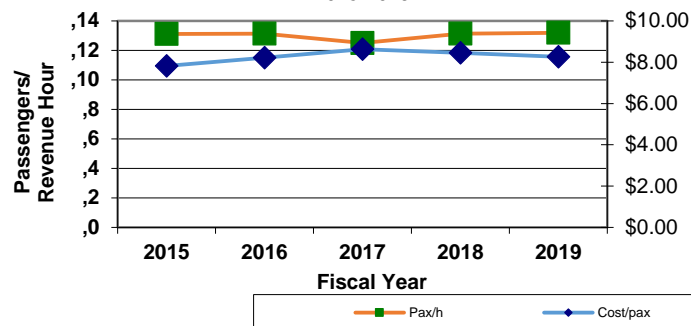
Historical Customer Service  
Survey Results



Annual Unlinked Boardings and Revenue Hours  
FY2015-2019



Full Cost Per Passenger and Passenger Per Hour  
FY2015-2019



# Monthly Summary Statistics for Wheels

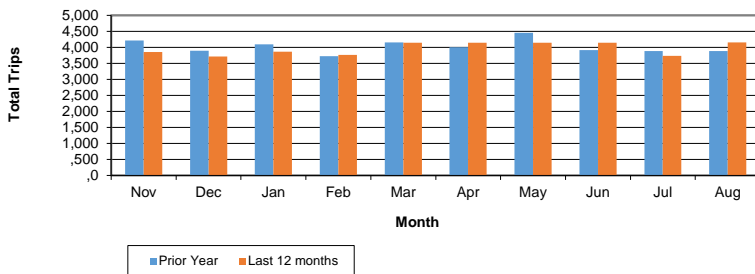
October 2019

## PARATRANSIT

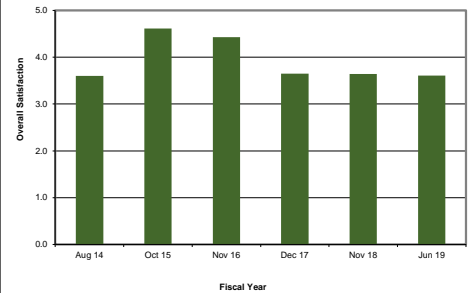
General Statistics	October 2019	% Change from last year	Year to Date
Total Monthly Passengers	4,289	0.2%	16,236
Average Passengers Per Hour	1.30	18.2%	5
On Time Performance	89.3%	-5.1%	4
Cost per Trip	\$36.22	9.8%	141
Number of Paratransit Assessments	28	55.6%	100
Calls Answered in <1 Minute	84.02%	-5.6%	3

Missed Services Summary	October 2019	Year to Date
1st Sanction - Phone Call	4	7
2nd Sanction - Written Letter	1	1
3rd Sanction - 15 Day Suspension	0	0
4th Sanction - 30 Day Suspension	0	0
5th Sanction - 60 Day Suspension	0	0
6th Sanction - 90 Day Suspension	0	0

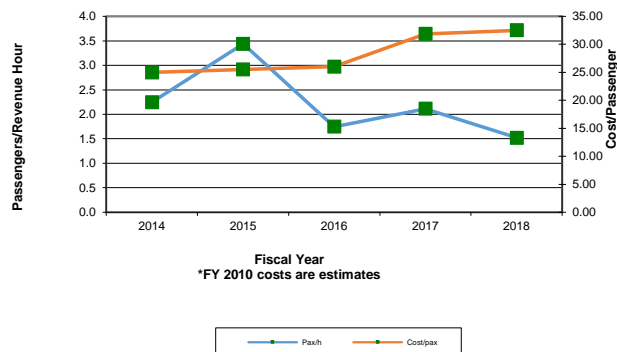
Paratransit Monthly Unlinked Boardings, Last 24 Months



Historical Customer Service Survey Results



Paratransit Full Cost Per Passenger and Average Passengers Per Hour FY2014-2018





## Monthly Summary Statistics for Wheels

**October 2019**

SAFETY								
ACCIDENT DATA	October 2019				Fiscal Year to Date			
	Fixed Route		Paratransit		Fixed Route		Paratransit	
Total					3		0	
Preventable	3		0		5		0	
Non-Preventable	0		0		1		0	
Physical Damage								
Major	0		0		0		0	
Minor	3		0		6		0	
Bodily Injury								
Yes	0		0		0		0	
No	3		0		6		0	
MONTHLY CLAIMS ACTIVITY	Totals							
Amount Paid								
This Month	\$279.68							
To Date This Fiscal Year	\$10,260.02							
Budget	\$100,000.00							
% Expended	10%							
CUSTOMER SERVICE - ADMINISTRATION								
CATEGORY	Number of Requests							
	October 2019	Year To Date						
Praise	0	5						
Bus Stop	1	2						
Incident	0	0						
Trip Planning	0	1						
Fares/Tickets/Passes	0	1						
Route/Schedule Planning	0	7						
Marketing/Website	0	0						
ADA	1	2						
TOTAL	2	15						
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	1	0	0	7	0	0	0	0
Safety	5	1	0	14	0	0	1	2
Driver/Dispatch Courtesy	2	3	0	6	0	0	1	3
Early	3	0	0	12	0	0	0	0
Late	3	5	2	6	1	0	0	5
No Show	2	0	0	4	0	0	0	0
Incident	3	4	0	5	1	0	1	2
Driver/Dispatch Training	0	0	0	1	0	0	0	1
Maintenance	0	0	0	0	0	0	0	0
Bypass	4	6	1	12	0	0	0	0
TOTAL	22	19	3	67	2	0	3	13
Valid Complaints								
Per 10,000 riders	1.14							
Per 1,000 riders					0.47			

## LAVTA COMMITTEE ITEMS - December 2019 - April 2020

### Finance & Administration Committee

#### December

	Action
Minutes	X
Treasurers Report	X
*Typically December committee meetings are cancelled	

#### January

	Action	Info
Minutes	X	
Treasurers Report	X	
2020 Legislative Program	X	

#### February

	Action	Info
Minutes	X	
Treasurers Report	X	

#### March

	Action	Info
Minutes	X	
Treasurers Report	X	

#### April

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

## LAVTA COMMITTEE ITEMS - December 2019 - April 2020

### Projects & Services Committee

#### December

	Action	Info
Minutes	X	
SAV Updates		X
*Typically December committee meetings are cancelled		

#### January

	Action	Info
Minutes	X	
SAV Updates		X

#### February

	Action	Info
Minutes	X	
Quarterly Operations Report		X
SAV Updates		X

#### March

	Action	Info
Minutes	X	
Alameda County Fair Service	X	
SAV Updates		X

#### April

	Action	Info
Minutes	X	
Draft Fall Service Changes	X	
SAV Updates		X