

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

BOARD OF DIRECTORS MEETING

DATE: January 6, 2020
PLACE: LAVTA Offices, Room 110
1362 Rutan Court, Suite 100, Livermore
TIME: 4:00pm

AGENDA

1. Call to Order and Pledge of Allegiance

2. Roll Call of Members

3. Meeting Open to Public

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

4. Consent Agenda

Recommend approval of all items on Consent Agenda as follows:

- A. **Minutes of the December 2, 2019 Board of Directors meeting.**
- B. **Treasurer's Report for November 2019**

Recommendation: The Finance and Administration committee recommends approval of the LAVTA Treasurer's Report for November 2019.

5. Contract Award for Transit Signal Priority Upgrade and Expansion Project #2019-04

Recommendation: Staff recommends that the Board of Directors: (1) award a contract to DC Electric Group, Inc., the lowest responsive and responsible bidder for the LAVTA Transit Signal Priority Upgrade and Expansion Project #2019-04, for a total contract award of \$455,760.00; (2) authorize the Executive Director to sign the contract and issue an NTP to DC Electric Group,

Inc.; and (3) approve a 10% project contingency of \$45,576.00 to be used at the discretion of the Executive Director.

6. Update to LAVTA’s Harassment and Human Resource Policies

Recommendation: Staff requests that the Board of Directors approve Resolution 02-2020 the Harassment, Discrimination, and Retaliation Policy and Complaint Procedure, and 03-2020 the Human Resources Policy.

7. Executive Director’s Report

8. Matters Initiated by the Board of Directors

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

9. Next Meeting Date is Scheduled for: February 3, 2020

10. Adjournment

Please refrain from wearing scented products (perfume, cologne, after-shave, etc.) to these meetings, as there may be people in attendance susceptible to environmental illnesses.

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

/s/ Jennifer Suda

1/3/2020

LAVTA, Executive Assistant

Date

On request, the Livermore Amador Valley Transit Authority will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. A written request, including name of the person, mailing address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service should be sent at least seven (7) days before the meeting. Requests should be sent to:

*Executive Director
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