

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

**BOARD OF DIRECTORS SPECIAL MEETING**

**BOARD MEMBERS**

**BOB WOERNER – CHAIR**  
**SCOTT HAGGERTY**  
**KARLA BROWN**  
**BOB COOMBER**

**JERRY PENTIN – VICE CHAIR**  
**DAVID HAUBERT**  
**MELISSA HERNANDEZ**

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*Agenda Questions: Please call the Executive Director at (925) 455-7564 or send an email to [frontdesk@lavta.org](mailto:frontdesk@lavta.org)*

*Documents received after publication of the Agenda and considered by the Board of Directors in its deliberation will be available for inspection only via electronic document transfer, due to the COVID-19 outbreak. See the COVID-19 provisions outlined below. Please call or email the Executive Director during normal business hours if you require access to any such documents.*

**TELECONFERENCE**

**SEPTEMBER 14, 2020 – 4:00 PM**

**CORONAVIRUS DISEASE (COVID-19) ADVISORY  
AND MEETING PROCEDURE**

On June 5, 2020 (updated June 18, 2020), the Health Officer of Alameda County issued an Order that will continue to be in effect until it is rescinded, superseded, or amended in writing by the Health Officer. The Order directed that all individuals living in the county to shelter at their place of residence except that they may leave to provide or receive certain essential services or engage in certain essential activities and work for essential businesses and governmental services.

Under the Governor’s Executive Order N-29-20, this meeting may utilize teleconferencing. As a precaution to protect the health and safety of staff, officials, and the general public. Councilmembers will not be physically in attendance, but will be available via video conference.

The administrative office of Livermore Amador Valley Transit Authority (LAVTA) is currently closed to the public and will remain closed for the duration of the Board of Directors (BOD) meeting. Consequently, there will be no physical location for members of the public to participate in the meeting. We encourage members of the public to shelter in place and access the meeting online using the web-video communication application, Zoom. Zoom participants will have the opportunity to speak during Public Comment.

If you are submitting public comment via email, please do so by 1:00 p.m. on Monday, September 14, 2020 to [frontdesk@lavta.org](mailto:frontdesk@lavta.org). Please include “Public Comment 9/14/2020” and the agenda item in the subject line. In the body of the email please include your name. Public comments submitted will be read during Public Comment and will be subject to the regular three-minute time restriction.

This Board of Directors meeting will be conducted on the web-video communication platform, Zoom. In order to view and/or participate in this meeting, members of the public will need to download Zoom from its website, [www.zoom.us](http://www.zoom.us).

It is recommended that anyone wishing to participate in the meeting complete the download process before the start of the meeting.

There will be zero tolerance for any person addressing the Board making profane, offensive and disruptive remarks, or engaging in loud, boisterous, or other disorderly conduct, that disrupts the orderly conduct of the public meeting.

**How to listen and view meeting video:**

- From a PC, Mac, iPad, iPhone or Android device click the link below:  
<https://zoom.us/j/86715841855>  
Passcode: BOD1362Mtg
- To supplement a PC, Mac, tablet or device without audio, please also join by phone:  
Dial: 1 (669) 900-6833  
Webinar ID: 867 1584 1855  
Passcode: 761222

*To comment by video conference, click the “Raise Your Hand” button to request to speak when Public Comment is being taken on the Agenda item. You will then be unmuted when it is your turn to make your comment for up to 3 minutes. After the allotted time, you will be muted.*

- Livestream online at: [Livermore Amador Valley Transit Authority YouTube Channel](#)

*No option to make Public Comment on YouTube live stream.*

**How to listen only to the meeting:**

- For audio access to the meeting by telephone, use the dial-in information below:  
Dial: 1 (669) 900-6833  
Webinar ID: 867 1584 1855  
Passcode: 761222

*Please note to submit public comment via telephone dial \*9 on your dial pad. The meeting’s host will be informed that you would like to speak. If you are chosen, you will be notified that your request has been approved and you will be allowed to speak. You will then be unmuted when it is your turn to make your comment for up to 3 minutes. After the allotted time, you will be muted.*

**To submit written comments:**

- Provide public written comments prior to the meeting by email, to [frontdesk@lavta.org](mailto:frontdesk@lavta.org)

If you are submitting public comment via email, please do so by 1:00 p.m. on Monday, September 14, 2020 to [frontdesk@lavta.org](mailto:frontdesk@lavta.org). Please include “Public Comment 9/14/2020” and the agenda item to which your comment applies in the subject line. In the body of the email please include your name. Public comments submitted will be read during Public Comment and will be subject to the regular three-minute time restriction.

**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. July Tri-Valley Accessible Advisory Committee Minutes**

**5. Consent Agenda**

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

A. **Minutes of the July 6, 2020 Board of Directors meeting and August 31, 2020 Special Board of Directors meeting.**

B. **Treasurer’s Report for June 2020 and July 2020**

**Recommendation:** The Finance and Administration committee recommends approval of the Preliminary June 2020 Treasurer’s Report and July 2020 Treasurer’s Report.

C. **Disadvantaged Business Enterprise (DBE) 3-Year Goal Establishment (2021-2023)**

**Recommendation:** The Finance and Administration Committee recommends that the Board adopt the three year DBE goal of 1% for Federal Fiscal Years 2021-2023.

**6. Zero-Emission Bus Study Update**

**Recommendation:** None – information only.

**7. Rutan Maintenance Floor Resurfacing Project**

**Recommendation:** Staff recommends the Board of Directors approve Resolution 27-2020: (1) awarding a contract to Servicon Systems, Inc., the lowest responsive and responsible bidder for the Rutan Maintenance Floor Resurfacing Project #2020-03, for a total contract award of \$97,000; (2) authorizing the Executive Director to sign the contract and issue an NTP to Servicon Systems, Inc.; and (3) authorizing a 10 percent contingency of \$9,700 to be used at the discretion of the Executive Director.

**8. Bus Stop/Station Cleaning Services Contract**

**Recommendation:** Staff recommends the Board of Directors approve Resolution 28-2020 to: (1) authorize the Executive Director to execute a contract with Aim to Please Janitorial Services, Inc., in the not-to-exceed amount of \$380,400 for the base term (Year 1 to Year 3); and (2) authorize the Executive Director to execute two one-year option terms in the not-to-exceed amount of \$276,384 if it is determined that the contractor will provide better value than going out to bid again during those option years.

**9. Clipper Memorandum of Understanding Amendment No. 2**

**Recommendation:** Staff recommends that the Board of Directors adopt Resolution 29-2020 and authorize the Executive Director to execute Amendment No. 2 to the Amended and Restated Clipper Memorandum of Understanding.

**10. Executive Director’s Report**

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

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

**12. Next Meeting Date is Scheduled for: October 5, 2020**

**13. 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*

*9/11/2020*

*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  
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)*