

**MINUTES OF THE SEPTEMBER 14, 2020 ZOOM TELECONFERENCE**  
**LAVTA BOARD OF DIRECTORS MEETING**

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

Meeting was called to order by Board Chair Bob Woerner at 4:00pm.

Board Chair Bob Woerner informed the public that LAVTA's meeting is being conducted according to the pandemic rules that are detailed at the beginning of the agenda explaining why this is a Zoom teleconference and stated the Pledge of Allegiance will be dispensed.

**2. Roll Call of Members**

**Members Present**

David Haubert – City of Dublin (arrived @ 4:02pm)

Melissa Hernandez – City of Dublin

Scott Haggerty – County of Alameda

Jerry Pentin – City of Pleasanton

Karla Brown – City of Pleasanton

Bob Woerner – City of Livermore

Bob Coomber – City of Livermore

**3. Meeting Open to Public**

[David Haubert, from City of Dublin, arrived during Meeting Open to Public.]

No Comments.

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

Chair Herb Hastings of the Tri-Valley Accessible Advisory Committee (TAAC) reported on the minutes of the July 1, 2020 TAAC Zoom teleconference meeting. Herb Hastings notified that the election for Chair and Vice Chair for FY20/21 took place and he was re-elected to be Chair and Amy Mauldin was re-elected to be Vice Chair. Discussed at that meeting was new members, they reviewed the bylaws, set the FY20/21 meeting schedule, LAVTA's COVID-19 response and action plan, and service report.

Chair Woerner asked if the safety procedures were to the TAAC's satisfaction. TAAC Chair Herb Hastings responded yes. TAAC Chair Herb Hastings then informed there were concerns about the rear boarding's not being close enough to the curb.

**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**

The Board of Directors approved the Preliminary June 2020 Treasurer's Report and July 2020 Treasurer's Report.

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

The Board of Directors adopted the three year DBE goal of 1% for Federal Fiscal Years 2021-2023.

Approved: Haubert/Pentin

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

No: None

Abstain: None

Absent: None

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

Staff informed that Center for Transportation and the Environment (CTE) will provide the Board of Directors an update on their findings in an assessment that has been conducted on the fixed route service. The goal is to go over the results of the assessment and Staff is requesting guidance from the Board of Directors for the remainder of the Study. Savannah Gupton from CTE provided the Board of Directors a presentation on a service, fleet, and fuel assessment workshop that will run through CTE's findings. Savannah Gupton noted that the objective is to discuss the achievability with Zero Emission Buses (ZEB) with LAVTA's routes. During the presentation Savannah Gupton discussed CARB Innovative Clean Transit Requirements (CARB), Modeling and Simulation Approach, and Service/Fleet/Fuel assessments. Savannah Gupton explained that the next steps are to receive feedback from the Board of Directors from the current presentation, maintenance/infrastructure/total cost of ownership assessments, ZEB Master Plan, and the ICT rollout plan master document. Lastly, Savannah Gupton provided an overview of the project plan and schedule.

The item was discussed by the Board of Directors, staff, and the presenter. Director Scott Haggerty inquired about charging buses and concern about purchasing bus technology that may not be financially feasible during the current situation. Savannah Gupton stated that LAVTA is looking at charging stations that would take 15 minutes for a bus to charge. Executive Director Michael Tree noted that staff has been sensitive to the financial situation and LAVTA has some substantial bus purchases coming up. A small percentage of the bus purchases will be fuel emission vehicles, since LAVTA knows cost will be a factor. Executive Director Michael Tree did inform that in the long run the cost of hydrogen fuel will continue to decrease as more people use it, but in the short term LAVTA will utilize different technology for cost reasons. Steve Clermont from CTE clarified On-Route charging capabilities for the Board of Directors.

This was informational only.

**7. Rutan Maintenance Floor Resurfacing Project**

Staff provided the Board of Directors a PowerPoint presentation on the Rutan Maintenance Floor Resurfacing Project that discussed the overview of solicitations that dated back to March 2014 and informed that LAVTA went out for bid six times to no avail for various reasons. On July 9, 2020 staff issued an Invitation for Bid (IFB) and sent this to eight qualified contractors throughout California. LAVTA received two bids from Lenova and Servicon Systems, Inc.

Servicon Systems, Inc. submitted the lowest bid and it was found to be fair and reasonable considering the Scope of Work (SOW). When the project was released in 2014 the SOW was for a 15,000 sq. ft. area to be resurfaced and due to budget constraints, the current SOW is scaled down to approximately 8,000 sq. ft. Funding for this project is included in LAVTA's FY 2020-21 approved budget.

The item was discussed by the Board of Directors and staff. Director Scott Haggerty highlighted that he would like LAVTA's money spent at a minimum in Alameda County. Chair Bob Woerner inquired how many companies like this are within the Tri-Valley and wanted to know if there is a reason we are not receiving more bids on this project. Staff explained that LAVTA went out to bid six times in the past and included Tri-Valley companies with no avail and that some companies may not be willing to adhere to the prevailing wage requirement of this contract. Executive Director Michael Tree explained that most of the companies contacted in the past were not interested based on the small scope of the project, price, and some of the things that needed to be accomplished (example: moving heavy equipment).

The Board of Directors approved 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.

Approved: Haggerty/Pentin

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

No: None

Abstain: None

Absent: None

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

Staff provided the Board of Directors an overview of the Bus Stop/Station Cleaning Services Contract. A Request for Proposals (RFP) was released on July 15, 2020 and proposals were due on August 5, 2020. LAVTA received two proposals from Gridiron Services, Inc. (Bakersfield, CA) and Aim to Please Janitorial Services, Inc. (San Francisco, CA). A committee was formed to evaluate the proposals and that committee consisted of two LAVTA staff members and City of Dublin staff member. The proposals were rated on three categories and based on reviewing the two proposals and interviews with these firms all three committee members came to the same conclusion that Aim to Please Janitorial Services, Inc will provide the highest level of service. Funding for Year 1 of this contract is included in LAVTA's FY 20-21 approved budget. Executive Director Michael Tree explained the difference between "Normal Conditions" and "Special Conditions." Special Conditions are specifically for COVID-19 and increased the frequency of cleanings and also includes electrostatic disinfecting of the shelters at each cleaning.

The item was discussed by the Board of Directors and staff. Director Karla Brown inquired if the bus stops sidewalks will be power washed. Staff responded that this is in the SOW for bus stops to be power washed monthly and if additional services are needed the vendor will assist with carrying that out. Director Scott Haggerty asked staff if LAVTA considered bringing this in-house to save money and provide additional jobs. Executive Director Michael Tree explained

that historically the bids have been advantageous and the bid received by Aim to Please Janitorial Services, Inc. would be difficult to beat with full-time employees (FTEs) in-house. Executive Director Michael Tree did note that there is a certain advantage to having this type of service in-house, but after completing a cost analysis of three full-time employees it didn't make sense to go that direction.

The Board of Directors approved 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.

Approved: Haggerty/Hernandez

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

No: None

Abstain: None

Absent: None

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

Executive Director Michael Tree provided the Board of Directors that Clipper Memorandum of Understanding Amendment No. 2 and explained that it revolves around the next generation Clipper system that is currently under development. The next generation of Clipper involves a mobile application with a customer interface that will make using Clipper easier and it includes new on-board equipment. The amendment is to address the cost of the new Clipper setup and the cost allocation mimics what LAVTA currently has in place. LAVTA calculates on the high end the cost impact is about \$15,000 for the agency and we have put that cost estimate in your accrued budget.

The Board of Directors adopted Resolution 29-2020 and authorized the Executive Director to execute Amendment No. 2 to the Amended and Restated Clipper Memorandum of Understanding.

Approved: Haggerty/Haubert

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

No: None

Abstain: None

Absent: None

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

Executive Director Michael Tree informed the Board of Directors that the Fixed Route ridership is slowly increasing. LAVTA is disinfecting the buses every night and disinfecting high touch areas multiple times a day. Executive Director Michael Tree explained that LAVTA is staging follower buses in case we need an extra bus due to high passenger loads to maintain social distancing requirements. All of LAVTA's buses have temporary germ barriers in an effort to start charging fares again and we are looking at a more permanent solution that would be used to protect the driver from germs and for safety purposes. LAVTA has been working with the Union and operators to make sure they are comfortable with the temporary germ guards, so that

LAVTA can start charging fares. County Connection is going to start charging fares in October and LAVTA would like to start collecting fares at the same time, so there is consistency between the two systems.

Executive Director Michael Tree also briefly highlighted the Tri-Valley Hub Study, an artist rendition of the Rapid Bus Stops on Santa Rita, Dublin Parking Garage, Shared Autonomous Vehicle (SAV) Project, Zero-Emission Bus Study, ViewPoint, and Go Tri-Valley. Executive Director Michael Tree detailed the work being done on the Valley Link Passenger Rail Project and informed that the Environmental Impact Report (EIR) is scheduled to be out this fall, will be embarking on 30% design, and final approval process with Caltrans. Executive Director Michael Tree informed that ACTC Policy, Planning and Legislation Committee looked at the amendment to transfer the 400 million in Measure BB funds from the BART to Livermore project to the Valley Link Project. The ACTC committee forwarded the item with a recommendation of approval to the full commission that will consider the item on September 24, 2020.

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

None.

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

**13. Adjournment**

Meeting adjourned at 5:05 pm.