

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

PROJECTS and SERVICES COMMITTEE MEETING / COMMITTEE OF THE WHOLE

COMMITTEE MEMBERS

JEAN JOSEY – CHAIR
KARLA BROWN

GINA BONANNO – VICE CHAIR
DAVID HAUBERT

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

Documents received after publication of the Agenda and considered by the Projects and Services Committee 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

DECEMBER 29, 2021 – 4:10 PM

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

This meeting will proceed via teleconference in accordance with Government Code Section 54953(e)(2), in order 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 Projects and Services (P&S) Committee 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.

Public comments will also be accepted via email until 1:00 p.m. on Tuesday, December 28, 2021 at frontdesk@lavta.org. Please include “P&S Public Comment – 12/29/2021” 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 Projects and Services Committee 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.

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 Committee 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/81482259737>
Passcode: 1362MTG
- To supplement a PC, Mac, tablet or device without audio, please also join by phone:
Dial: 1 (669) 900-6833
Webinar ID: 814 8225 9737
Passcode: 6354345

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: 814 8225 9737
Passcode: 6354345

*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 dial *6 to unmute 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

If you are submitting public comment via email, please do so by 1:00 p.m. on Tuesday, December 28, 2021 to frontdesk@lavta.org. Please include “P&S Public Comment – 12/29/2021” 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

2. Roll Call of Members

3. Meeting Open to Public

- Members of the audience may address the Committee on any matter within the general subject matter jurisdiction of the LAVTA Board of Directors.
- Members of the audience may address the Committee on items on the Agenda at the time the Chair calls for the particular Agenda item.
- Public comments should not exceed three (3) minutes.
- Agendas are published 72 hours prior to the meeting.
- No action may be taken on matters raised that are not on the Agenda.

4. Minutes of the October 25, 2021 Meeting of the P&S Committee.

Recommendation: Approval

5. Zero-Emission Bus Study Update

Recommendation: None – information only.

6. Release of Request for Proposals (RFP) for LAVTA and Central Contra Costa Transit Authority Joint Paratransit Procurement

Recommendation: Staff asks that the Projects & Services Committee recommends the Board of Directors to approve the request to release an RFP for a joint paratransit procurement with the Central Contra Costa Transit Authority.

7. Executive Directors Report

8. Preview of Upcoming P&S Committee Agenda Items

9. Matters Initiated by Committee Members

10. Next Meeting Date is Scheduled for: January 24, 2022

11. Adjourn

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.

In the event that a quorum of the entire Board is present, this Committee shall act as a Committee of the Whole. In either case, any item acted upon by the Committee or the Committee of the Whole will require consideration and action by the full Board of Directors as a prerequisite to its legal enactment.

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

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*

AGENDA

ITEM 4



MINUTES OF THE OCTOBER 25, 2021 ZOOM TELECONFERENCE
LAVTA PROJECTS AND SERVICES COMMITTEE MEETING

1. Call to Order

Committee Chair Jean Josey called the meeting to order at 4:00pm.

2. Roll Call of Members

[Gina Bonanno, from City of Livermore, lost power and was briefly disconnected from the Zoom meeting during Roll Call of Members.]

Committee Chair Jean Josey briefly waited for Committee Vice Chair Gina Bonanno to complete roll call.

Members Present

Jean Josey, City of Dublin

Gina Bonanno, City of Livermore

David Haubert, Alameda County (arrived at 4:05pm)

Karla Brown, City of Pleasanton

3. Meeting Open to Public

No comments.

4. Minutes of the September 27, 2021 Meeting of the P&S Committee.

Approved: Bonanno/Brown

Aye: Brown, Josey, Bonanno

No: None

Abstain: None

Absent: Haubert

5. Engineering Support Services Extension for Shared Autonomous Vehicle Project

[David Haubert, from County of Alameda, arrived during EngineeringSupport Services Extension for Shared Automomous Vehicles (SAV) Project.]

Staff reported that in preparation of Phase 2 of the SAV Project LAVTA issued a Request for Proposal (RFP) earlier this year for engineering support services. The RFP scope included conducting ridership forecast, evaluating mobility hubs and route stops, grant application assistance, and providing technical support during testing, deployment, and procuring of communication system at the intersection. LAVTA awarded a contract to Gray-Bowen-Scott (GBS) in February 2021. Staff is requesting a contract extension and an additional \$120,000 to be used in the next 12 months. The funding for this Task Order 2 is included in LAVTA's fiscal year 2021-22 approved budget.

The Projects and Services Committee discussed this item with staff.

[Jean Josey, from City of Dublin, had Zoom technical difficulties and was disconnected from the meeting.]

Committee Vice Chair Gina Bonanno presided over the Projects and Services Committee meeting at the request of Committee Members.

Committee Chair Jean Josey resolved the Zoom technical difficulty and is able to continue chairing the Projects and Services Committee meeting.

The Projects and Services recommended referring Resolution 33-2021 to the Board of Directors, authorizing the Executive Director to execute a Task Order 2 between LAVTA and Gray-Bowen-Scott (GBS) for engineering support services for the SAV Project, for a not-to-exceed amount of \$120,000.

Approved: Brown/Bonanno
Aye: Brown, Josey, Bonanno, Haubert
No: None
Abstain: None
Absent: None

6. Designation of Entrance to Livermore Transit Center as “Angie’s Way”

Staff reported that Terry Givens contacted LAVTA regarding our Livermore Transit Center that is the former site of an A&W Drive-In. Angie Navarro was a car hop at the A&W from 1960-1985 and was well known within the community. Mr. Given’s requested in honor of Ms. Navarro’s passing to name the Livermore Transit Center’s entrance “Angie’s Way” in dedication of her and the old A&W site. LAVTA will have a dedication ceremony on November 12, 2021, which would have been Angie Navarro’s 86th birthday. The CEO of A&W Restaurants provided a letter recognizing Ms. Navarro’s work at this restaurant and gave LAVTA A&W mugs to pass out at the dedication event.

The Projects and Services Committee discussed this item with staff.

The Projects and Services Committee recommended forwarding Resolution 34-2021 to the Board of Directors, designate the southeastern entrance to the Livermore Transit Center as “Angie’s Way”.

Approved: Bonanno/Brown
Aye: Brown, Josey, Bonanno, Haubert
No: None
Abstain: None
Absent: None

7. Executive Directors Report

Executive Director Michael Tree reported that ridership increased, due to being fare free and has remained after October 6. LAVTA is still short 20 driver’s and there

are 18 drivers' currently in the hiring process. Executive Director Michael Tree also informed that the Zero-Emissions Bus (ZEB) study will be presented to the Projects and Services Committee in December, but LAVTA is currently updating a few outdated statistics. Also highlighted was the Atlantis Transit Facility, the SAV Project, and Dublin parking garage.

The Projects and Services Committee discussed this item with staff. Committee member Karla Brown inquired what is happening with the Dublin parking structure. Executive Director Michael Tree provided a brief summary of the current status of the Dublin parking structure and explained that the County of Alameda is taking the lead on the project.

This was informational only.

8. Preview of Upcoming P&S Committee Agenda Items

9. Matters Initiated by Committee Members

None.

10. Next Meeting Date is Scheduled for: November 22, 2021

11. Adjourn

Meeting adjourned at 4:28pm.

AGENDA

ITEM 5



S T A F F R E P O R T

SUBJECT: Zero-Emission Bus Study Update
FROM: Toan Tran, Director of Operations and Innovation
DATE: December 29, 2021

Action Requested

None – information only.

Background

Under the California Air Resources Board’s (CARB) Innovative Clean Transit Rule, LAVTA’s new bus purchases are required to be a minimum of 25% ZEBs beginning in 2026 and ramping up to 100% in 2029, with the goal of transitioning the state’s entire transit fleet to 100% ZEBs by 2040.

LAVTA has been working with the Center for Transportation and the Environment (CTE) to perform a ZEB study. The goal of the study is to develop a board-approved transition plan outlining the capital projects required to fully electrify the fleet in accordance with the CARB Innovative Clean Transit Rule and LAVTA’s local priorities by July 1, 2023.

Discussion

The study analyzed several different zero-emission fleet scenarios and the resources and costs required, and compared them to a baseline. The scenarios were:

- Battery electric fleet only;
- Battery electric and fuel cell electric mixed fleet;
- Fuel cell electric only fleet,

In each scenario, CTE assessed the assumptions and requirements for LAVTA’s routes, service and operations, fleet replacement plan timeline, fuel and charging, facilities and infrastructure, maintenance, associated capital costs, and total cost of ownership.

At the September 2021 Board of Directors meeting, staff and CTE provided in-depth presentation on the findings of the study and highlighted the advantages and disadvantages of each scenario. A copy of the ZEB Master Transit Plan was also provided to the board for review.

In this meeting, staff and CTE will dive deeper into the study, discuss changes to some of the key assumptions since the September meeting, and outline the potential roadmap for a ZEB transition.

Recommendation

None – information only.

AGENDA

ITEM 6



S T A F F R E P O R T

SUBJECT: Release of Request for Proposals (RFP) for LAVTA and Central Contra Costa Transit Authority Joint Paratransit Procurement

FROM: Toan Tran, Director of Operations and Innovation

DATE: December 29, 2021

Action Requested

Staff requests the Projects & Services Committee recommends the Board of Directors to approve releasing an RFP for a joint paratransit procurement with the Central Contra Costa Transit Authority (CCCTA).

Background

In February 2021, the LAVTA Board of Directors authorized the Executive Director to enter into a Memorandum of Understanding with CCCTA to establish a 12-month pilot program where LAVTA and CCCTA would share one paratransit contractor in an effort to achieve common goals towards a more efficient and seamless paratransit program.

The pilot program commenced on April 1, 2021 and is scheduled to sunset on March 30, 2022. The primary goals of the pilot include:

- Better customer experience
 - Call center and dispatching are performed locally to assist customers in securing a ride and understanding local circumstances, such as COVID conditions
 - New technology options (i.e. My Agency Portal App) to increase accessibility and ride information
- Cost benefits
 - Create cost savings from shared resources for operators, dispatch, reservations, supervision and scheduling

During the pilot, staff and the joint ad-hoc committee have met to evaluate the outcomes of the policy efforts to create a more seamless paratransit program, in order to recommend to the LAVTA Board to either conduct a joint procurement with CCCTA to continue the efforts to work together, or to conduct an independent procurement.

Discussion

Staff from both agencies meet weekly to discuss the efficacy of the program using metrics such as on-time performance, customer satisfaction, and shared resources. Despite low ridership numbers due to COVID-19, metrics performed under this pilot have either met or exceeded the standard performance criteria for both authorities. Staff from both authorities have learned to

successfully collaborate in resolving challenges and effectively hold the contractor to a high standard of service.

The ad-hoc committee, which consists of two board members from each agency, has met twice, in September and December. The highlights of the first meeting were introductions of committee members and staff as well as a robust discussion on the performance metrics. Staff presented a set of charts that compared actual performance for the first four months of the pilot compared to the same time period from the prior year for the following indicators.

- Productivity – Passengers per hour
- Customer Service – Complaints per 1,000 passengers
- Reliability – On-time performance
- Safety – Accidents per 100,000 miles
- Cost Effectiveness – Cost per trip

At the December meeting, staff briefed the committee on the performance of the two systems and delved into the areas of service quality, rider satisfaction, and cost savings. The information was well received. Thus far, all four members of the committee have been pleased with the performance indicators and look forward to providing comments at the respective board meetings.

Attachment A is a copy of the charts with the data updated through November. Service performance through the first eight months has exceeded expectations.

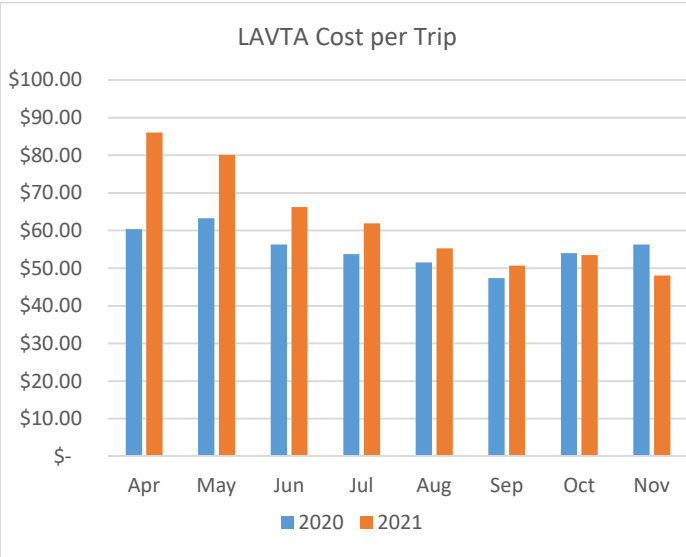
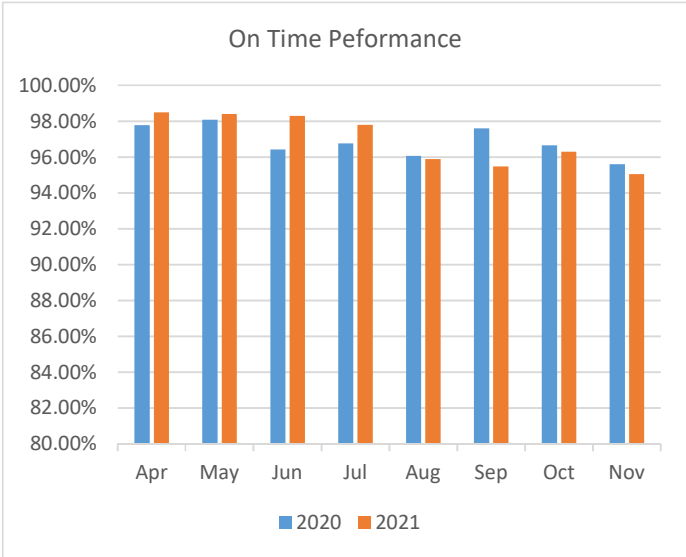
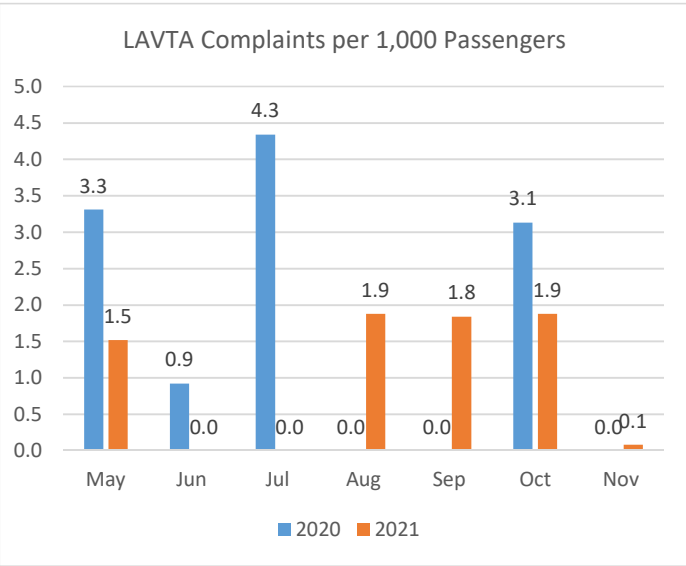
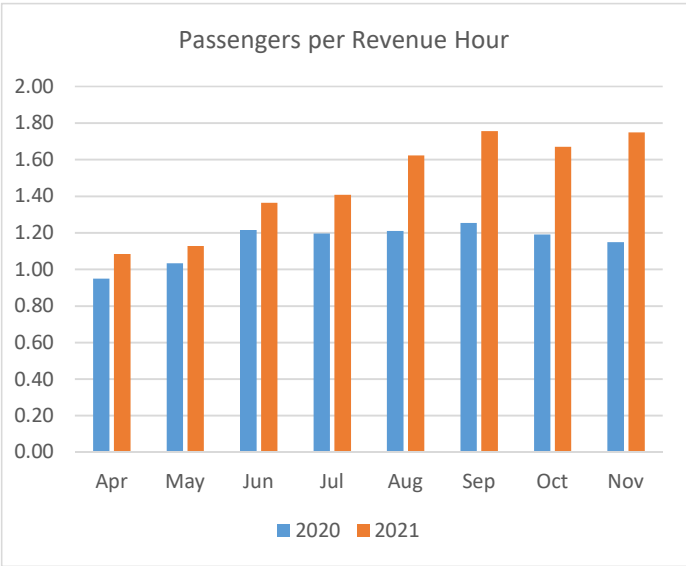
Recommendation

Staff asks that the Projects & Services Committee recommends the Board of Directors to approve the request to release an RFP for a joint paratransit procurement with the Central Contra Costa Transit Authority.

Attachments

1. LAVTA Paratransit Performance Indicators

LAVTA Paratransit Performance Indicators



AGENDA

ITEM 7



Livermore/Amador Valley Transit Authority

EXECUTIVE DIRECTOR'S REPORT

December 2021

Information will be provided at the Project and Services Committee meeting.

AGENDA

ITEM 8



LAVTA COMMITTEE ITEMS - January 2022 - May 2022

Projects & Services Committee

	Action	Info
January		
Minutes	X	
DAR Customer Satisfaction Survey		X
Exercise Option Year of Contract with Celtis (Ad Agency)	X	
ZEB Master Transition Plan	X	
February	Action	Info
Minutes	X	
MOU with Las Positas College (Student Pass Program)	X	
March	Action	Info
Minutes	X	
On-Vehicle Advertising Contract Award	x	
April	Action	Info
Minutes	X	
May	Action	Info
Minutes	X	
Fall Service Changes (effective August)	X	
ZEB ICT Rollout Plan	X	