

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

FINANCE and ADMINISTRATION COMMITTEE MEETING / COMMITTEE OF THE WHOLE

COMMITTEE MEMBERS

JULIE TESTA – CHAIR
MELISSA HERNANDEZ

BRITTNI KICK – VICE CHAIR

DATE: Tuesday, April 23, 2024
PLACE: LAVTA Offices, Diana Lauterbach Room
1362 Rutan Court, Suite 100, Livermore, CA
TIME: 4:00p.m.

TELECONFERENCE LOCATIONS

NONE

Agenda Questions: Please call the Front Desk at (925) 455-7555 or send an email to frontdesk@lavta.org

Documents received after publication of the Agenda and considered by the Finance and Administration 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.

MEETING PROCEDURE

This Finance and Administration Committee meeting will be conducted in person and on the web-video communication platform, Zoom. In order to view and/or participate in this meeting remotely, members of the public will need to download Zoom from its website, www.zoom.us.

We encourage members of the public to access the meeting online using the web-video communication application, Zoom. Zoom participants will have the opportunity to speak during Public Comment. It is recommended that anyone wishing to participate in the meeting remotely complete the download process before the start of the meeting.

Public comments will also be accepted via email until 1:00 p.m. on Monday, April 22, 2024 at frontdesk@lavta.org. Please include “Public Comment – 4/23/2024” 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.

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/83887904704>

Passcode: FA1362Mtg

- To supplement a PC, Mac, tablet or device without audio, please also join by phone:

Dial: 1 (669) 900-6833

Webinar ID: 838 8790 4704

Passcode: 732133

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: 838 8790 4704

Passcode: 732133

*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 Monday, April 22, 2024 to frontdesk@lavta.org. Please include “Public Comment – 4/23/2024” 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 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 March 26, 2024 Meeting of the F&A Committee

Recommendation: Approval

5. Treasurer's Report for March 2024

Recommendation: Staff recommends that the Finance and Administration Committee forward the March 2024 Treasurer's Report to the Board for approval.

6. Regional Transportation Revenue Measure (SB1031) Board Position

Recommendation: Staff recommends that the Finance and Administration Committee recommend that Board adopt an oppose unless amended position on SB1031.

7. LAVTA's Operating & Capital Budget for FY 2025

Recommendation: Staff recommends that the Finance and Administration Committee forward the Operating and Capital Budget for FY 2025 and Resolution 11-2024 to the Board for approval.

8. Approval of Resolutions Authorizing Staff to Apply for RM3 funds for Fiscal Year 2023-2024

Recommendation: Staff recommends that the Finance and Administration Committee recommend that the Board of Directors approve Resolution 12-2024, authorizing the filing of an amended claim with MTC for Allocation of RM3 Funds for Fiscal Year 2023-2024.

9. Adoption of a Resolution Approving a New Workplace Violence Prevention Plan Under Senate Bill 553

Recommendation: Staff recommends that the Finance and Administration Committee recommend that the Board of Directors approve the attached Workplace Violence Prevention Plan.

10. Contract Award for RFP #2024-02 for On-Call Creative, Design, and Media Strategy Services

Recommendation: Staff recommends the Finance and Administration Committee recommend the Board of Directors approve Resolution 14-2024, authorizing the Executive Director to execute a two-year contract with a one-year option term exercisable at LAVTA's sole discretion with the joint venture between Circa Now, LLC and Ben-Her Marketing, LLC for On-Call Creative, Design, and Media Strategy Services for a maximum compensation amount of \$878,000.

11. Preview of Upcoming F&A Committee Agenda Items

12. Matters Initiated by Committee Members

13. Next Meeting Date is Scheduled for: May 28, 2024

14. 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.

/s/ Jennifer Suda

4/19/2024

LAVTA Administrative Services Department

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*

AGENDA

ITEM 4

MINUTES OF THE MARCH 26, 2024
LAVTA FINANCE AND ADMINISTRATION COMMITTEE MEETING

1. Call to Order and Pledge of Allegiance

Committee Chair Julie Testa called the meeting to order at 4:06pm.

2. Roll Call of Members

Members Present

Julie Testa, City of Pleasanton

Melissa Hernandez, City of Dublin

Brittini Kiick, City of Livermore

3. Meeting Open to Public

No comments.

4. Minutes of the February 27, 2024 Meeting of the F&A Committee

Chair Julie Testa requested to add that she expressed concerns about awarding the auditing contract to Maze & Associates on agenda item 6.

Motion: Hernandez/Kiick

Aye: Hernandez, Testa, Kiick

No: None

Abstain: None

Absent: None

5. Treasurer's Report for February 2024

The Finance and Administration Committee recommended forwarding the February 2024 Treasurer's Report to the Board for approval.

Motion: Kiick/ Hernandez

Aye: Hernandez, Testa, Kiick

No: None

Abstain: None

Absent: None

6. Approval of Resolutions Authorizing Staff to Apply for TDA, STA, RM2 and RM3 funds for Fiscal Year 2024-2025

The Finance & Administration Committee recommended forwarding to the Board of Directors to approve Resolutions 07-2024 and 08-2024 authorizing the filing of a claim with MTC for Allocation of TDA Article 4.0, 4.5, STA, RM2, and RM3 Funds for Fiscal Year 2024-2025.

Motion: Kiick/ Hernandez

Aye: Hernandez, Testa, Kiick

No: None

Abstain: None

Absent: None

7. Resolution in Support of Allocation Request for FY 23-24 Funding through the State Low Carbon Transit Operations Program (LCTOP)

The Finance & Administration Committee referred Resolution 09-2024 to the Board of Directors for approval in support of an allocation request to Caltrans for the FY 23-24 Low Carbon Transit Operations Program (LCTOP) to construct necessary facility improvements at LAVTA's Atlantis Operations & Maintenance Facility to replace existing aging, insufficient facilities and accommodate the agency's transition to and future expansion of a 100% Fuel Cell Electric Bus (FCEB) fleet.

Motion: Kiick/ Hernandez

Aye: Hernandez, Testa, Kiick

No: None

Abstain: None

Absent: None

8. Resolution in Support of Allocation Request for Regional Measure 2 Funding for the Transit Signal Priority Upgrade and Expansion Project

The Finance & Administration Committee referred Resolution 10-2024 to the Board of Directors for approval in support of an allocation request to the Metropolitan Transportation Commission for \$388,000 in RM2 funding for the design phase of the Transit Signal Priority Upgrade & Expansion Project.

Motion: Kiick/ Hernandez

Aye: Hernandez, Testa, Kiick

No: None

Abstain: None

Absent: None

9. Legislative Update

LAVTA received multiple proposals for State and Federal lobbying services to assist with securing funding for the Atlantis Facility and various other projects.

Executive Director Christy Wegener reported on Senate Bill (SB) 1031 that merges SB 925 and SB 926. LAVTA is currently analyzing the legislation and its impacts. The East Bay Coalition Lobbyist (with County Connection, WestCAT, and Tri Delta Transit) is assisting with this effort. At the next Board of Directors meeting Executive Director Christy Wegener will include more thorough information in her Executive Directors Report.

The item was discussed by the Committee Members and staff.

This was an informational item only.

10. Preview of Upcoming F&A Committee Agenda Items

11. Matters Initiated by Committee Members

Committee Member Melissa Hernandez requested LAVTA look at how to assist individuals in need by providing discounts or vouchers to non-profits.

12. Next Meeting Date is Scheduled for: April 23, 2024

13. Adjourn

Meeting adjourned at 4:40pm

AGENDA

ITEM 5

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

STAFF REPORT

SUBJECT: Treasurer's Report for March 2024

FROM: Tamara Edwards, Director of Finance

DATE: April 23, 2024

Action Requested

Review and recommend the Board approve the LAVTA Treasurer's Report for April 2024.

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 March 1, 2024	\$7,220,705.06
Payments made	\$1,908,598.40
Deposits made	\$912,309.88
Ending balance March 31, 2024	\$6,224,416.54

Farebox account activity (106):

Beginning balance March 1, 2024	\$171,627.98
Deposits made	\$23,842.47
Ending balance March 31, 2024	\$198,470.45

LAIF investment account activity (135):

Beginning balance March 1, 2024	\$11,511,096.95
Ending balance March 31, 2024	\$11,511,096.95

Operating Expenditures Summary:

As this is the ninth 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 75%. The agency is at 65.15% overall.

Operating Revenues Summary:

While expenses are at 65.15%, revenues are at 58%. however LAVTA has a healthy cash flow and reserve balance.

Recommendation

Staff recommends that the Finance and Administration Committee forward the March 2024 Treasurer's Report to the Board for approval.

Attachments:

1. March 2024 Treasurer's Report

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
BALANCE SHEET
FOR THE PERIOD ENDING:
March 31, 2024**

ASSETS:

101 PETTY CASH	200	
102 TICKET SALES CHANGE	240	
105 CASH - GENERAL CHECKING	6,224,416	
106 CASH - FIXED ROUTE ACCOUNT	198,470	
107 Clipper Cash	885,314	
108 Rail	0	
109 BOC	46	
120 ACCOUNTS RECEIVABLE	794,146	
135 INVESTMENTS - LAIF	11,511,097	
13599 INVESTMENTS - LAIF Mark to Market	(171,358)	
150 PREPAID EXPENSES	490	
160 OPEB ASSET	(300,685)	
165 DEFFERED OUTFLOW-Pension Related	873,906	
166 DEFFERED OUTFLOW-OPEB	711,036	
170 INVESTMENTS HELD AT CALTIP	0	
175 CEPPT RESTRICTED INVESTMENTS	92,358	
111 NET PROPERTY COSTS	67,977,108	
TOTAL ASSETS		88,796,784

LIABILITIES:

205 ACCOUNTS PAYABLE	115,854	
211 PRE-PAID REVENUE	2,059,861	
21101 Clipper to be distributed	765,835	
22000 FEDERAL INCOME TAXES PAYABLE	40	
22010 STATE INCOME TAX	20	
22020 FICA MEDICARE	221	
22050 PERS HEALTH PAYABLE	0	
22040 PERS RETIREMENT PAYABLE	(1)	
22030 SDI TAXES PAYABLE	18	
22070 AMERICAN FIDELITY INSURANCE PAYABLE	1,380	
22090 WORKERS' COMPENSATION PAYABLE	85,935	
22100 PERS-457	0	
22110 Direct Deposit Clearing	898	
23101 Net Pension Liability	1,658,554	
23105 Deferred Inflow- OPEB Related	197,986	
23104 Deferred Inflow- Pension Related	74,719	
23103 INSURANCE CLAIMS PAYABLE	16,335	
23102 UNEMPLOYMENT RESERVE	8,300	
TOTAL LIABILITIES		4,985,955

FUND BALANCE:

301 FUND RESERVE	42,062,798	
304 GRANTS, DONATIONS, PAID-IN CAPITAL	32,164,157	
30401 SALE OF BUSES & EQUIPMENT	86,871	
FUND BALANCE	9,497,004	
TOTAL FUND BALANCE		83,810,829
TOTAL LIABILITIES & FUND BALANCE		88,796,784

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
REVENUE REPORT
FOR THE PERIOD ENDING:
March 31, 2024**

ACCOUNT	DESCRIPTION	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
4010100	Fixed Route Passenger Fares	1,083,270	47,570	910,370	172,900	84.0%
4020000	Business Park Revenues	226,476	22,039	157,314	69,162	69.5%
4020500	Special Contract Fares	369,618	69,683	144,412	225,206	39.1%
4020500	Special Contract Fares - Paratransit	36,000	3,358	19,936	16,065	55.4%
4010200	Paratransit Passenger Fares	172,500	15,514	85,658	86,842	49.7%
4060100	Concessions	111,559	1,993	13,952	97,607	12.5%
4060300	Advertising Revenue	185,000	0	185,000	-	100.0%
4070400	Miscellaneous Revenue-Interest	150,000	0	216,344	(66,344)	144.2%
4070300	Non transportation revenue	48,000	15,350	136,126	(88,126)	283.6%
4099100	TDA Article 4.0 - Fixed Route	8,533,007	0	8,533,007	-	100.0%
4099500	TDA Article 4.0-BART	212,390	10,436	99,728	112,662	47.0%
4099200	TDA Article 4.5 - Paratransit	361,994	20,637	255,668	106,326	70.6%
4099600	Bridge Toll- RM2, RM3	409,489	233,874	233,874	175,615	57.1%
4099900	Other local funds	200,000	0	8,964	191,036	4.5%
4110100	STA Funds-Paratransit	148,949	0	0	148,949	0.0%
4110500	STA Funds- Fixed Route BART	450,860	0	450,860	-	100.0%
4110100	STA Funds-pop	3,946,123	0	1,329,704	2,616,419	33.7%
4110100	STA Funds- rev	499,413	0	0	499,413	0.0%
4110100	STA Funds- Lifeline	57,331	0	0	57,331	0.0%
4130000	FTA Section	4,355,371	0	0	4,355,371	100.0%
4130000	FTA Section 5307 ADA Paratransit	558,463	0	0	558,463	0.0%
4640500	Measure BB Paratransit Funds-GAP	1	0	11,651	(11,650)	1165078.0%
4640200	Measure BB Paratransit Funds-Fixed Route	1,603,800	331,851	1,079,373	524,427	67.3%
4640200	Measure BB Paratransit Funds-Paratransit	1,099,572	159,135	517,598	581,974	47.1%
RAIL		0	0	0		
TOTAL REVENUE		24,819,186	931,438	14,389,538	10,429,648	58.0%

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
OPERATING EXPENDITURES
FOR THE PERIOD ENDING:
March 31, 2024**

		BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
501 02	Salaries and Wages	\$2,091,060	\$131,021	\$1,308,598	\$782,462	62.58%
502 00	Personnel Benefits	\$1,468,006	\$18,230	\$1,163,582	\$304,424	79.26%
503 00	Professional Services	\$1,215,063	\$122,008	\$641,927	\$573,136	52.83%
503 05	Non-Vehicle Maintenance	\$1,093,201	\$71,491	\$707,849	\$385,352	64.75%
503 99	Communications	\$7,001	\$138	\$289	\$6,712	4.13%
504 01	Fuel and Lubricants	\$2,048,500	\$136,842	\$940,174	\$1,108,326	45.90%
504 03	Non contracted vehicle maintenance	\$14,501	\$0	\$4,503	\$9,998	31.06%
504 99	Office/Operating Supplies	\$90,659	\$3,828	\$21,516	\$69,143	23.73%
504 99	Printing	\$60,000	\$10,623	\$41,034	\$18,966	68.39%
505 00	Utilities	\$349,469	\$32,780	\$306,945	\$42,524	87.83%
506 00	Insurance	\$526,038	\$8,527	\$633,445	(\$107,407)	120.42%
507 99	Taxes and Fees	\$111,868	\$13,682	\$92,118	\$19,750	82.34%
508 01	Purchased Transportation Fixed Route	\$12,466,373	\$995,274	\$8,712,199	\$3,754,174	69.89%
2-508 02	Purchased Transportation Paratransit	\$2,518,594	\$304,322	\$1,099,364	\$1,419,230	43.65%
508 03	Purchased Transportation WOD	\$115,300	\$21,986	\$164,560	(\$49,260)	142.72%
508 03	Purchased Transportation SAV	\$1	\$0	\$0	\$1	0.00%
509 00	Miscellaneous	\$170,061	\$36,948	\$125,574	\$44,487	73.84%
509 02	Professional Development	\$143,500	\$2,555	\$44,455	\$99,045	30.98%
509 08	Advertising	\$130,000	\$4,690	\$32,413	\$97,588	24.93%
TOTAL		\$24,619,195	\$1,914,947	\$16,040,545	\$8,578,650	65.15%

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
CAPITAL REVENUE AND EXPENDITURE REPORT (Page 1 of 2)
FOR THE PERIOD ENDING:
March 31, 2024

ACCOUNT	DESCRIPTION	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
REVENUE DETAILS						
4090594	TDA (office and facility equip)	237,000	0	0	237,000	0.00%
4090194	TDA Shop repairs and replacement	294,900	0	0	294,900	0.00%
4091094	TDA Transit Center Improvements	200,000	0	0	200,000	0.00%
409??94	TDA (Transit Capital)	100,000	0	0	100,000	0.00%
409xx	TDA Rutan upgrades	250,000	0	0		
409xx	TDA vehicle repairs	964,752	0	0		
4092094	TDA (Major component rehab)		0	0	0	#DIV/0!
4090394	TDA Doolan Tower Upgrade		0	0	0	#DIV/0!
4091794	TDA bus stops	908,909	0	0	908,909	0.00%
4090994	TDA buses 2022		0	0	0	#DIV/0!
4090994	TDA Buses 2025		0	0	0	#DIV/0!
4090294	TDA Atlantis	1,600,000	0	0	1,600,000	0.00%
40901	TFCA Atlantis		0	0	0	#DIV/0!
409xx94	Non-Revenue Vehicle	100,000	0	0	100,000	0.00%
4091796	RM2 bus stops		0	0	0	#DIV/0!
409xx94	TDA SAV		0	0	0	#DIV/0!
409xx96	BT SAV		0	0	0	#DIV/0!
4111700	SGR shelters and stops		0	0	0	#DIV/0!
4110900	State Buses 2025		0	0	0	#DIV/0!
4110500	Prop 1B office and facility		0	0	0	#DIV/0!
41120	SGR battery packs	61,126	0	0	61,126	0.00%
41110	SGR Transit Center		0	0	0	#DIV/0!
41118	Dublin Parking garage	15,500,000	0	8,097,750	7,402,250	52.24%
411xx	State Rutan retrofit	900,000	0	0	900,000	0.00%
41102	State Atlantis	625,776	0	0	625,776	0.00%
41323	FTA buses 2022		0	0	0	#DIV/0!
41309	FTA Buses 2025		0	0	0	#DIV/0!
413xx	FTA engines	212,180	0	0	212,180	0.00%
41311	FTA bus stops		0	0	0	#DIV/0!
413xx	SAV infrastructure		0	38,461	(38,461)	#DIV/0!
41302	FTA Atlantis fueling	6,671,250	0	0	6,671,250	0.00%
413xx	FTA Rutan Retrofit	500,000	0	0	500,000	0.00%
41320	FTA Hybrid battery packs		0	0	0	#DIV/0!
41310	FTA Transit Center	420,000	0	0	420,000	0.00%
TOTAL REVENUE		29,545,893	-	8,136,211	20,194,930	27.54%

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
CAPITAL REVENUE AND EXPENDITURE REPORT (Page 2 of 2)
FOR THE PERIOD ENDING:
March 31, 2024

ACCOUNT	DESCRIPTON	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
EXPENDITURE DETAILS						
CAPITAL PROGRAM - COST CENTER 07						
5550207	Atlantis Facility	8,997,026	0	19,650	8,977,376	0.22%
5550107	Shop Repairs and replacement	294,900	0	0	294,900	0.00%
5551607	SAV		0	0	0	#DIV/0!
5552307	Buses 2022		0	0	0	#DIV/0!
555xx07	Buses 2025		0	0	0	#DIV/0!
5550507	Office and Facility Equipment	237,000	17,829	188,835	48,165	79.68%
5551007	Transit Center Upgrades and Improvements	620,000	0	7,000	613,000	1.13%
555xx07	Rutan Retrofit	1,650,000	0			
5551207	Doolan Tower upgrade	1	0	98,484	(98,483)	9848352.00%
5551807	Dublin Parking Garage	15,500,000	0	8,312,223	7,187,777	53.63%
5551707	Bus Shelters and Stops	908,909	0	0	908,909	0.00%
5552007	Major component rehab	1,238,058	791	224,036	1,014,022	18.10%
555??07	Transit Capital	100,000	0	125	99,875	0.13%
TOTAL CAPITAL EXPENDITURES		29,545,894	18,620	8,850,352	19,045,542	29.95%
FUND BALANCE (CAPITAL)		-1.00	(18,620)	(714,141)		
FUND BALANCE (CAPTIAL & OPERATING)		199,688.00	(995,183)	(2,372,608)		

California State Treasurer
Fiona Ma, CPA



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

April 10, 2024

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

[Tran Type Definitions](#)

Account Number: 80-01-002

March 2024 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	11,511,096.95
Total Withdrawal:	0.00	Ending Balance:	11,511,096.95

REPORT.: Apr 15 24 Monday
 RUN....: Apr 15 24 Time: 12:48
 Run By.: Daniel Zepeda

LAVTA
 Month End Cash Disbursements Report
 Prior Period Report for 03-24 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
03-24	024259	03/11/24	MEA01 (MARIA ELENA AMARAL)		1,350.00	.00	1,350.00	Automatic Generated Check
	024260	03/20/24	ATT02 (AT&T)		388.92	.00	388.92	Automatic Generated Check
	024261	03/20/24	AVI01 (AMADOR VALLEY INDUSTRIES)		626.99	.00	626.99	Automatic Generated Check
	024262	03/20/24	BAY03 (BAY AREA NEWS GROUP)		399.64	.00	399.64	Automatic Generated Check
	024263	03/20/24	CAL13 (CALIFORNIA TRANSIT)		14,851.77	.00	14,851.77	Automatic Generated Check
	024264	03/20/24	CIT01 (CITY OF LIVERMORE)		2,313.06	.00	2,313.06	Automatic Generated Check
	024265	03/20/24	GAC01 (GACO SOURCING)		3,526.75	.00	3,526.75	Automatic Generated Check
	024266	03/20/24	HOT01 (PACIFIC BAY EQUIPMENT-HOTSYS)		1,182.36	.00	1,182.36	Automatic Generated Check
	024267	03/20/24	INT04 (INTERSTATE TRUCK CENTER)		790.82	.00	790.82	Automatic Generated Check
	024268	03/20/24	PLE01 (PLEASANTON CHAMBER OF)		480.00	.00	480.00	Automatic Generated Check
	024269	03/20/24	PLE07 (PLEASANTON WEEKLY)		5,486.00	.00	5,486.00	Automatic Generated Check
	024270	03/20/24	QMR01 (QUANTUM MARKET RESEARCH INC.)		13,531.00	.00	13,531.00	Automatic Generated Check
	024271	03/20/24	SAN01 (SAN JOAQUIN REGIONAL RAIL)		188.75	.00	188.75	Automatic Generated Check
	024272	03/20/24	SHI02 (SHI INTERNATIONAL CORP)		30,235.59	.00	30,235.59	Automatic Generated Check
	024273	03/20/24	TEN03 (TENNANT SALES AND SERVICE)		350.00	.00	350.00	Automatic Generated Check
	024274	03/20/24	TNT01 (TNT FIRE PROTECTION INC)		6,525.00	.00	6,525.00	Automatic Generated Check
	024275	03/20/24	TPT01 (THE PARKS GROUP)		1,559.79	.00	1,559.79	Automatic Generated Check
	024276	03/20/24	TX212 (LINDA WAHLE)		450.05	.00	450.05	Automatic Generated Check
	024277	03/20/24	UST01 (UST COMPLIANCE TESTING IN)		120.00	.00	120.00	Automatic Generated Check
	024278	03/20/24	WCC01 (WEST COAST COMPRESSOR)		2,636.44	.00	2,636.44	Automatic Generated Check
	024279	03/31/24	ASC01 (ASCENDAL GROUP-USLLC)		6,930.00	.00	6,930.00	Automatic Generated Check
	024280	03/31/24	DIR01 (DIRECT TV)		30.25	.00	30.25	Automatic Generated Check
	024281	03/31/24	FED01 (FedEx)		19.74	.00	19.74	Automatic Generated Check
	024282	03/31/24	JTH01 (J. THAYER COMPANY)		505.53	.00	505.53	Automatic Generated Check
	024283	03/31/24	MET01 (METROPOLITAN TRANSPORT-)		23,034.25	.00	23,034.25	Automatic Generated Check
	024284	03/31/24	OFF01 (ODP BUSINESS SOLUTIONS LLC)		298.47	.00	298.47	Automatic Generated Check
	024285	03/31/24	PRO02 (PROFESSIONAL ELECTRIC)		386.50	.00	386.50	Automatic Generated Check
	024286	03/31/24	TPG01 (THE PARKS GROUP)		9,012.15	.00	9,012.15	Automatic Generated Check
	024287	03/31/24	TX238 (MEGAN LEVITT)		20.00	.00	20.00	Automatic Generated Check
	H14048	03/08/24	DIR02 (DIRECT DEPOSIT OF PAYROLL CH		43,261.82	.00	43,261.82	DIR02, PR DIRECT DEPOSIT
	H14049	03/07/24	EFT01 (ELECTRONIC FUND TRANSFERS)		315.42	.00	315.42	EFT01, FEDERAL TAX BOD 2/
	H14050	03/07/24	EFT01 (ELECTRONIC FUND TRANSFERS)		10,913.87	.00	10,913.87	EFT01, FEDERAL TAX 2/17/2
	H14051	03/07/24	EMP01 (EMPLOYMENT DEVEL DEPT)		3,751.20	.00	3,751.20	EMP01, STATE TAX 2/17/24-
	H14052	03/07/24	PER01 (PERS)		5,248.91	.00	5,248.91	PER01, PERS CLASSIC CONTR
	H14053	03/07/24	PER01 (PERS)		5,891.90	.00	5,891.90	PER01, PERS NEW CONTRIBUT
	H14054	03/07/24	PER04 (CALPERS RETIREMENT SYSTEM)		2,846.93	.00	2,846.93	PER04, PERS 457 CONTRIBUT
	H14055	03/08/24	CAL10 (CALIFORNIA STATE DISBURSEMEN		455.53	.00	455.53	CAL10, CA STATE GARNISHME
	H14056	03/07/24	DIR02 (DIRECT DEPOSIT OF PAYROLL CH		1,171.87	.00	1,171.87	DIR02, PR DIRECT DEPOSIT
	H14057	03/07/24	EMP01 (EMPLOYMENT DEVEL DEPT)		39.80	.00	39.80	EMP01, STATE TAX 2/1/24-2
	H14058	03/15/24	AIM01 (AIM TO PLEASE JANITORIAL SER		5,747.07	.00	5,747.07	AIM01, FEB-24 MONTHLY JAN
	H14059	03/15/24	AIM01 (AIM TO PLEASE JANITORIAL SER		6,800.00	.00	6,800.00	AIM01, 1119, FEB-24 BUS S
	H14060	03/15/24	ASM01 (AMERICAN SWEEPING & MAINTENA		617.00	.00	617.00	ASM01, 16366, FEB-24 PARK
	H14061	03/15/24	CAL15 (CALTRONICS BUSINESS SYS)		62.69	.00	62.69	CAL15, 4002371, 1/16/24-2
	H14062	03/14/24	CEL01 (CELTIS VENTURES INC)		3,225.00	.00	3,225.00	CEL01, LAVTAMS041, JAN-24
	H14063	03/15/24	CEL01 (CELTIS VENTURES INC)		33,733.50	.00	33,733.50	CEL01, LAVTAMS042, JAN-24
	H14064	03/15/24	DAY02 (DAY & NITE PEST CONTROL)		218.00	.00	218.00	DAY02, 190673, 2/20/24 PE
	H14065	03/15/24	AAL01 (ALPHA ANALYTICAL LABORATORIE		395.00	.00	395.00	AAL01, 4026370, 2/5/24 AT
	H14066	03/15/24	AAL01 (ALPHA ANALYTICAL LABORATORIE		395.00	.00	395.00	AAL01, 4026371, 2/5/24 RU
	H14067	03/15/24	EPI01 (EPIQ EDISCOVERY SOLUTIONS IN		1,295.01	.00	1,295.01	EPI01, 90834172, MP1937 S
	H14068	03/15/24	HAN01 (HANSON BRIDGETT MARCUS)		2,734.50	.00	2,734.50	HAN01, 1371118, FEB-24 CO
	H14069	03/15/24	HAN01 (HANSON BRIDGETT MARCUS)		4,036.50	.00	4,036.50	HAN01, 1371119, FEB-24 AD
	H14070	03/15/24	IAE01 (INDUSTRIAL AUTOMATION & ELEC		8,654.00	.00	8,654.00	IAE01, 1203, MP1943 HYDRO
	H14071	03/15/24	INS01 (INSIGHT STRATEGIES INC)		3,000.00	.00	3,000.00	INS01, 34329, PO7640 EXEC
	H14072	03/15/24	INS01 (INSIGHT STRATEGIES INC)		758.54	.00	758.54	INS01, 34339, PO7640 TEAM
	H14073	03/15/24	INS01 (INSIGHT STRATEGIES INC)		5,400.00	.00	5,400.00	INS01, 34340, PO7640 TEAM
	H14074	03/15/24	LYF01 (LYFT, INC)		12,187.59	.00	12,187.59	LYF01, 1001127239, 2/1/29
	H14075	03/15/24	LYF01 (LYFT, INC)		297.83	.00	297.83	LYF01, 1001127240, 2/1/24
	H14076	03/15/24	MUC01 (MULLEN COUGHLIN LLC)		4,487.00	.00	4,487.00	MUC01, 72946, JAN-24 PROF
	H14077	03/15/24	MVT01 (MV TRANSPORTATION, INC.)		425,000.00	.00	425,000.00	MVT01, 128494, MAR-24 1ST
	H14078	03/31/24	MVT01 (MV TRANSPORTATION, INC.)		425,000.00	.00	425,000.00	MVT01, 128495, MAR-24 2ND
	H14079	03/15/24	MVT01 (MV TRANSPORTATION, INC.)		121,896.49	.00	121,896.49	MVT01, JAN-24 FIXED ROUTE
	H14080	03/15/24	NEL01 (NELSON\NYGAARD CONSULTING AS		2,679.97	.00	2,679.97	NEL01, 87112, 1/1/24-2/23
	H14081	03/15/24	PAC11 (PACIFIC ENVIRONMENTAL SERVIC		130.00	.00	130.00	PAC11, 2720, 2/15/24 RUTA
	H14082	03/15/24	PAC11 (PACIFIC ENVIRONMENTAL SERVIC		130.00	.00	130.00	PAC11, 2721, 2/15/24 ATLA
	H14083	03/15/24	PAC11 (PACIFIC ENVIRONMENTAL SERVIC		350.00	.00	350.00	PAC11, 2731, 2023 RCRINF
	H14084	03/15/24	RSE01 (R & S ERECTION)		256.45	.00	256.45	RSE01, 133369GR, 1/17/24
	H14085	03/15/24	SCF01 (SC FUELS)		27,850.64	.00	27,850.64	SCF01, 441034, 2/16/24 FU
	H14086	03/15/24	SCF01 (SC FUELS)		27,669.82	.00	27,669.82	SCF01, 444319, 2/23/24 FU
	H14087	03/15/24	SHA02 (SHAMROCK OFFICE SOLUTIONS)		21.83	.00	21.83	SHA02, 4010638, FRONT DES
	H14088	03/15/24	SOL01 (SOLUTIONS FOR TRANSIT)		2,083.33	.00	2,083.33	SOL01, 24-0305LAVTA, FEB-
	H14089	03/15/24	TAX01 (HERB HASTINGS)		20.56	.00	20.56	TAX01, PARATAXI REIMBURSE
	H14090	03/15/24	TEL01 (TPX COMMUNICATIONS)		2,498.37	.00	2,498.37	TEL01, 177732025, 3/1/24-
	H14091	03/15/24	TBO01 (MICHAEL TOBIN)		112.46	.00	112.46	TBO01, 3/7/24-3/8/24 EXPE
	H14092	03/15/24	TTR01 (TRANSTRACK SYSTEMS INC)		4,440.00	.00	4,440.00	TTR01, 1572, PO7680 TRANS
	H14093	03/15/24	TX242 (BONNIE WOLF)		80.00	.00	80.00	TX242, PARATAXI REIMBURSE
	H14094	03/15/24	UBE01 (UBER)		9,501.04	.00	9,501.04	UBE01, FEB-24 GO DUBLIN B
	H14095	03/15/24	VER01 (VERIZON WIRELESS)		3,026.47	.00	3,026.47	VER01, 9957370397, 1/23-2
	H14096	03/15/24	STA01 (STATE COMPENSATION FUND)		1,091.33	.00	1,091.33	STA01, FEB-24 WORKER'S CO
	H14097	03/21/24	CAL10 (CALIFORNIA STATE DISBURSEMEN		455.53	.00	455.53	CAL10, 20240315, 3/2/24-3/1
	H14098	03/21/24	DIR02 (DIRECT DEPOSIT OF PAYROLL CH		44,793.88	.00	44,793.88	DIR02, 20240315, 3/2/24-3/1
	H14099	03/21/24	EFT01 (ELECTRONIC FUND TRANSFERS)		11,588.56	.00	11,588.56	EFT01, 20240315, 3/2/24-3/1
	H14100	03/21/24	EMP01 (EMPLOYMENT DEVEL DEPT)		3,954.61	.00	3,954.61	EMP01, 20240315, 3/2/24-3/1
	H14101	03/21/24	PER01 (PERS)		5,137.24	.00	5,137.24	PER01, 20240315C, 3/2-3/15/
	H14102	03/20/24	PER01 (PERS)		5,859.80	.00	5,859.80	PER01, 20240315N, 3/2-3/15/
	H14103	03/20/24	PER04 (CALPERS RETIREMENT SYSTEM)		2,854.15	.00	2,854.15	PER04, 20240315, 3/2/24-3/1
	H14104	03/21/24	SCF01 (SC FUELS)		27,828.69	.00	27,828.69	SCF01, 448504, FUEL DELIVER
	H14105	03/21/24	SCF01 (SC FUELS)		28,227.00	.00	28,227.00	SCF01, 454734, 3/7/24 FUEL
	H14106	03/28/24	ASM01 (AMERICAN SWEEPING & MAINTENA		617.00	.00	617.00	ASM01, 16381, MARCH-24 PARK
	H14107	03/28/24	CAL04 (CALIFORNIA WATER SERVICE)		113.15	.00	113.15	CAL04, 198022124, 1/20/24-2
	H14108	03/04/24	CAL04 (CALIFORNIA WATER SERVICE)		55.28	.00	55.28	CAL04, 257030424, 3/1/24-3/
	H14109	03/28/24	CAL04 (CALIFORNIA WATER SERVICE)		53.12	.00	53.12	CAL04, 361030524, 2/2/24-3/
	H14110	03/28/24	CAL04 (CALIFORNIA WATER SERVICE)		119.72	.00	119.72	CAL04, 461030524, 2/2/24-3/
	H14111	03/28/24	CAL04 (CALIFORNIA WATER SERVICE)		73.71	.00	73.71	CAL04, 475030424, 3/1/24-3/
	H14112	03/28/24	CAL04 (CALIFORNIA WATER SERVICE)		73.71	.00	73.71	CAL04, 575030424, 3/1/24-3/

REPORT.: Apr 15 24 Monday
 RUN....: Apr 15 24 Time: 12:48
 Run By.: Daniel Zepeda

LAVTA
 Month End Cash Disbursements Report
 Prior Period Report for 03-24 BANK ACCOUNT 105

PAGE: 002
 ID #: PY-CD
 CTL.: WHE

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
03-24	H14113	03/28/24	CAL04 (CALIFORNIA WATER SERVICE)		1,670.31	.00	1,670.31	CAL04, 909022124, 1/20/24-2
	H14114	03/28/24	CAL15 (CALTRONICS BUSINESS SYS)		179.44	.00	179.44	CAL15, 4028161, 2/16/24-3/1
	H14115	03/28/24	CBT01 (CREATIVE BUILDING TECHNOLOGY		600.00	.00	600.00	CBT01, 0324-5, 3/13/24 GATE
	H14116	03/28/24	CEL01 (CELTIS VENTURES INC)		30,540.75	.00	30,540.75	CEL01, LAVTAMS43, FEB-24 WH
	H14117	03/28/24	CEL01 (CELTIS VENTURES INC)		6,606.50	.00	6,606.50	CEL01, LAVTAMS44, FEB-24 WE
	H14118	03/28/24	CEN04 (CENTRAL CONTRA COSTA TRAN)		144,936.45	.00	144,936.45	CEN04, FEB-2024, FEB-24 MON
	H14119	03/28/24	CEN04 (CENTRAL CONTRA COSTA TRAN)		152,265.93	.00	152,265.93	CEN04, JAN-2024, JAN-24 MON
	H14120	03/28/24	CEN04 (CENTRAL CONTRA COSTA TRAN)		1,820.55	.00	1,820.55	CEN04, OSLV 1223, DEC-23 MO
	H14121	03/28/24	CIT06 (CITY OF LIVERMORE SEWER)		107.75	.00	107.75	CIT06, BW022124, 1/17/24-2/
	H14122	03/28/24	CIT06 (CITY OF LIVERMORE SEWER)		834.07	.00	834.07	CIT06, MOA022124, 1/17/24-2
	H14123	03/28/24	CIT07 (CITY OF LIVERMORE - WATER)		154.71	.00	154.71	CIT07, 361022124, 1/17/24-2
	H14124	03/28/24	CIT07 (CITY OF LIVERMORE - WATER)		133.80	.00	133.80	CIT07, 388030524, 2/6/24-3/
	H14125	03/28/24	CIT07 (CITY OF LIVERMORE - WATER)		36.03	.00	36.03	CIT07, 399022124, 1/17/24-2
	H14126	03/28/24	CIT07 (CITY OF LIVERMORE - WATER)		235.35	.00	235.35	CIT07, 430022124, 1/17/24-2
	H14127	03/28/24	CIT07 (CITY OF LIVERMORE - WATER)		45.87	.00	45.87	CIT07, 431030524, 2/6/24-3/
	H14128	03/28/24	CIT07 (CITY OF LIVERMORE - WATER)		12.25	.00	12.25	CIT07, 432022124, 1/17/24-2
	H14129	03/28/24	COR01 (CORBIN WILLITS SYSTEMS)		296.34	.00	296.34	COR01, C403151, APRIL-24 MO
	H14130	03/28/24	GAN01 (GANNETT FLEMING COMPANIES)		2,050.25	.00	2,050.25	GAN01, 34313, RUTAN HYDROGE
	H14131	03/28/24	HDE01 (HOME DEPOT-CREDIT SERVICES)		1,621.69	.00	1,621.69	HDE01, MAR-2024, MAR-24 MIS
	H14132	03/28/24	INT06 (INTERSTATE ADVANCED MATERIAL		147.46	.00	147.46	INT06, 7522323, MP1975 3/13
	H14133	03/28/24	LIV10 (LIVERMORE SANITATION INC)		2,728.05	.00	2,728.05	LIV10, 2190841, 2/1/24-2/29
	H14134	03/28/24	MER01 (MERCHANT SERVICES)		76.97	.00	76.97	MER01, MOA022924, FEB-24 MO
	H14135	03/28/24	MER01 (MERCHANT SERVICES)		124.78	.00	124.78	MER01, TC022924, FEB-23 TC-
	H14136	03/28/24	OAK01 (OAKS BUSINESS PK OWNERS)		4,459.00	.00	4,459.00	OAK01, 2NDQTR-24, 2ND QTR 2
	H14137	03/28/24	PAC02 (PACIFIC GAS AND ELECTRIC)		2,105.82	.00	2,105.82	PAC02, 606030524, 1/29/24-2
	H14138	03/28/24	PAC02 (PACIFIC GAS AND ELECTRIC)		2,479.85	.00	2,479.85	PAC02, 726030124, 1/22/24-2
	H14139	03/28/24	PAC02 (PACIFIC GAS AND ELECTRIC)		139.14	.00	139.14	PAC02, 764021624, 1/11/24-2
	H14140	03/28/24	PAC02 (PACIFIC GAS AND ELECTRIC)		4,430.07	.00	4,430.07	PAC02, 900021324, 1/11/24-2
	H14141	03/28/24	RMT01 (RMT LANDSCAPE CONTRACTORS IN		9,845.00	.00	9,845.00	RMT01, 20240348, 3/10/24-4/
	H14142	03/28/24	SCF01 (SC FUELS)		28,149.14	.00	28,149.14	SCF01, 457865, 3/14/24 FUEL
	H14143	03/29/24	CIT06 (CITY OF LIVERMORE SEWER)		55.97	.00	55.97	CIT06, TC031224, 2/13/24-3/
	H14144	03/29/24	PAC02 (PACIFIC GAS AND ELECTRIC)		14,050.98	.00	14,050.98	PAC02, 580030724, 1/31/24-2
	H14145	03/31/24	BAN03 (BANKCARD CENTER)		14,295.42	.00	14,295.42	BAN03, JAN-24 BMO CC STAT
Total for Bank Account 105 ----->					1,908,050.90	.00	1,908,050.90	
Grand Total of all Bank Accounts ----->					1,908,050.90	.00	1,908,050.90	

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
03-24	AAL01 (ALPHA ANALYTICAL LABORATORI	4026370H	02/27/24	03/28/24	A	395.00	AAL01, 4026370, 2/5/24 ATLANTIS STORM WATER
		4026371H	02/27/24	03/28/24	A	395.00	AAL01, 4026371, 2/5/24 RUTAN STORM WATER TES
		Vendor's Total ----->				790.00	
03-24	AIM01 (AIM TO PLEASE JANITORIAL SE	1119H	03/05/24	04/04/24	A	6800.00	AIM01, 1119, FEB-24 BUS STOP CLEANING SERVIC
	103-FEB24H		03/05/24	04/04/24	A	5747.07	AIM01, FEB-24 MONTHLY JANITORIAL SERVICE
		Vendor's Total ----->				12547.07	
03-24	ASC01 (ASCENDAL GROUP-USLLC)	0113	03/08/24	04/07/24	A	6930.00	ASC01,0113,3/8/24 680 EXPRESS MOU DRAFTING/F
03-24	ASM01 (AMERICAN SWEEPING & MAINTEN	16366H	03/02/24	04/01/24	A	617.00	ASM01, 16366, FEB-24 PARKING LOT SWEEPING
	16381H	03/25/24	04/24/24	A	617.00	ASM01,16381,MARCH-24 PARKING LOT SWEEPING	
		Vendor's Total ----->				1234.00	
03-24	ATT02 (AT&T)	21411223	03/13/24	04/12/24	A	388.92	ATT02, 21411223, PAYER #9391035694 2/13-3/12
03-24	AVI01 (AMADOR VALLEY INDUSTRIES)	1108106	02/29/24	03/30/24	A	626.99	AVI01, 1108106, FEB-24 GARBAGE PICK UP SERVI
03-24	BAN03 (BANKCARD CENTER)	JAN-2024H	01/28/24	02/27/24	A	14295.42	BAN03, JAN-24 BMO CC STATEMENT
03-24	BAY03 (BAY AREA NEWS GROUP)	1404726	02/29/24	03/30/24	A	399.64	BAY03, 1404726, MP1970 PUBLIC NOTICE-ON-CALL
03-24	CAL04 (CALIFORNIA WATER SERVICE)	198022124H	02/21/24	03/22/24	A	113.15	CAL04,198022124,1/20/24-2/20/24 BUS WASH
	257030424H	03/04/24	04/03/24	A	55.28	CAL04,257030424,3/1/24-3/31/24 TC FIRE	
	361030524H	03/05/24	04/04/24	A	53.12	CAL04,361030524,2/2/24-3/4/24 TC WATER	
	461030524H	03/05/24	04/04/24	A	119.72	CAL04,461030524,2/2/24-3/4/24 TC IRRG.	
	475030424H	03/04/24	04/03/24	A	73.71	CAL04,475030424,3/1/24-3/31/24 MOA WATER	
	575030424H	03/04/24	04/03/24	A	73.71	CAL04,575030424,3/1/24-3/31/24 CONTRACTOR FI	
	909022124H	02/21/24	03/22/24	A	1670.31	CAL04,909022124,1/20/24-2/20/24 MOA WATER	
		Vendor's Total ----->				2159.00	
03-24	CAL10 (CALIFORNIA STATE DISBURSEME	20240301H	03/07/24	04/06/24	A	455.53	CAL10, CA STATE GARNISHMENT 2/17/24-3/1/24
	20240315H	03/20/24	04/19/24	A	455.53	CAL10,20240315,3/2/24-3/15/24 CA STATE GARNI	
		Vendor's Total ----->				911.06	
03-24	CAL13 (CALIFORNIA TRANSIT)	31-24-FEB	03/07/24	04/06/24	A	14851.77	CAL13, 31-2024-FEB, FEB-24 INSURANCE CLAIMS
03-24	CAL15 (CALTRONICS BUSINESS SYS)	4002371H	02/16/24	03/17/24	A	62.69	CAL15, 4002371, 1/16/24-2/15/24 BIZHUB
	4028161H	03/15/24	04/14/24	A	179.44	CAL15,4028161,2/16/24-3/15/24 BIZHUB	
		Vendor's Total ----->				242.13	
03-24	CBT01 (CREATIVE BUILDING TECHNOLOG	0324-5H	03/13/24	04/12/24	A	600.00	CBT01,0324-5,3/13/24 GATE CONTROLS SYSTEM
03-24	CEL01 (CELTIS VENTURES INC)	LAVTAMS41H	02/13/24	03/14/24	A	3225.00	CEL01, LAVTAMS041, JAN-24 WEBSITE MAINT
	LAVTAMS42H	02/13/24	03/14/24	A	33733.50	CEL01, LAVTAMS042, JAN-24 MARKETING-WHEELS I	
	LAVTAMS43H	03/15/24	04/14/24	A	30540.75	CEL01,LAVTAMS43,FEB-24 WHEELS IN MOTION MARK	
	LAVTAMS44H	03/15/24	04/14/24	A	6606.50	CEL01,LAVTAMS44,FEB-24 WEBSITE MAINTENANCE	
		Vendor's Total ----->				74105.75	
03-24	CEN04 (CENTRAL CONTRA COSTA TRAN)	FEB-2024H	03/21/24	04/20/24	A	144936.45	CEN04,FEB-2024,FEB-24 MONTHLY SERVICE PARATR
	JAN-2024H	02/20/24	03/21/24	A	152265.93	CEN04,JAN-2024,JAN-24 MONTHLY SERVICE PARATR	
	OSLV_1223H	02/14/24	03/15/24	A	1820.55	CEN04,OSLV_1223,DEC-23 MONTHLY ONE SEAT SERV	
		Vendor's Total ----->				299022.93	
03-24	CIT01 (CITY OF LIVERMORE)	1386-FY25	01/22/24	02/21/24	A	2313.06	CIT01, 1386-FY25, MP1945 ATLANTIS PERMIT 138
03-24	CIT06 (CITY OF LIVERMORE SEWER)	BW022124H	02/21/24	03/22/24	A	107.75	CIT06,BW022124,1/17/24-2/21/24 BUS WASH
	TC031224H	03/12/24	04/11/24	A	55.97	CIT06,TC031224,2/13/24-3/12/24 TRANSIT CENTE	
	MOA022124H	02/21/24	03/22/24	A	834.07	CIT06,MOA022124,1/17/24-2/21/24 MOA WATER	
		Vendor's Total ----->				997.79	
03-24	CIT07 (CITY OF LIVERMORE - WATER)	361022124H	02/21/24	03/22/24	A	154.71	CIT07,361022124,1/17/24-2/21/24 ATLANTIS CT
	388030524H	03/05/24	04/04/24	A	133.80	CIT07,388030524,2/6/24-3/5/24 BUS WASH	
	399022124H	02/21/24	03/22/24	A	36.03	CIT07,399022124,1/17/24-2/21/24 ATLANTIS ST	
	430022124H	02/21/24	03/22/24	A	235.35	CIT07,430022124,1/17/24-2/21/24 ATLANTIS IND	
	431030524H	03/05/24	04/04/24	A	45.87	CIT07,431030524,2/6/24-3/5/24 ATLANTIS IRRG.	
	432022124H	02/21/24	03/22/24	A	12.25	CIT07,432022124,1/17/24-2/21/24 ATLANTIS FIR	
		Vendor's Total ----->				618.01	

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LAVTA
 Month End Payable Activity Report
 Prior Period Report for 03-24

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Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
03-24	COR01 (CORBIN WILLITS SYSTEMS)	C403151H	03/15/24	04/14/24	A	296.34	COR01,C403151,APRIL-24 MOM SYSTEM SERVICE FE
03-24	DAY02 (DAY & NITE PEST CONTROL)	190673H	02/27/24	03/28/24	A	218.00	DAY02, 190673, 2/20/24 PEST SERVICE
03-24	DIR01 (DIRECT TV)	96X240311	03/11/24	04/10/24	A	30.25	DIR01,96X240311,3/10/24-4/9/24 SERVICE
03-24	DIR02 (DIRECT DEPOSIT OF PAYROLL C	20240301H	03/06/24	04/05/24	A	43261.82	DIR02, PR DIRECT DEPOSIT 2/17/24-3/1/24
		20240315H	03/20/24	04/19/24	A	44793.88	DIR02,20240315,3/2/24-3/15/24 PR DIRECT DEPO
		20240229BH	03/05/24	04/04/24	A	1171.87	DIR02, PR DIRECT DEPOSIT BOD 2/1/24-2/29/24
	Vendor's Total ----->					89227.57	
03-24	EFT01 (ELECTRONIC FUND TRNFERS)	20240301H	03/06/24	04/05/24	A	10913.87	EFT01, FEDERAL TAX 2/17/24-3/1/24
		20240315H	03/20/24	04/19/24	A	11588.56	EFT01,20240315,3/2/24-3/15/24 FEDERAL TAX
		20240229BH	03/05/24	04/04/24	A	315.42	EFT01, FEDERAL TAX BOD 2/1/24-2/29/24
	Vendor's Total ----->					22817.85	
03-24	EMP01 (EMPLOYMENT DEVEL DEPT)	20240301H	03/06/24	04/05/24	A	3751.20	EMP01, STATE TAX 2/17/24-3/1/24
		20240315H	03/20/24	04/19/24	A	3954.61	EMP01,20240315,3/2/24-3/15/24 STATE TAX
		20240229BH	03/05/24	04/04/24	A	39.80	EMP01, STATE TAX 2/1/24-2/29/24 BOD
	Vendor's Total ----->					7745.61	
03-24	EPI01 (EPIQ EDISCOVERY SOLUTIONS I	90834172H	03/08/24	04/07/24	A	1295.01	EPI01, 90834172, MP1937 SECOND PII NOTICES
03-24	FED01 (FedEx)	843965092	03/15/24	04/14/24	A	19.74	FED01,843965092,FEB-24 STATEMENT
03-24	GAC01 (GACO SOURCING)	30385-1	03/12/24	04/11/24	A	3526.75	GAC01, 30385-1, MP1929 LAVTA SHERPA BLANKETS
03-24	GAN01 (GANNETT FLEMING COMPANIES)	34313H	03/26/24	04/25/24	A	2050.25	GAN01,34313,RUTAN HYDROGEN RETROFIT THRU 2/2
03-24	HAN01 (HANSON BRIDGETT MARCUS)	1371118H	03/11/24	04/10/24	A	2734.50	HAN01, 1371118, FEB-24 CONTRACT LEGAL FEES
		1371119H	03/11/24	04/10/24	A	4036.50	HAN01, 1371119, FEB-24 ADMIN LEGAL FEES
	Vendor's Total ----->					6771.00	
03-24	HDE01 (HOME DEPOT-CREDIT SERVICES)	MAR-2024H	03/13/24	04/12/24	A	1621.69	HDE01,MAR-2024,MAR-24 MISC MAINT SUPPLIES CC
03-24	HOT01 (PACIFIC BAY EQUIPMENT-HOTSY	92818	02/26/24	03/27/24	A	591.18	HOT01, 92818, MP1967 RUTAN BUS WASH REPAIR 2
		92822	02/26/24	03/27/24	A	591.18	HOT01, 92822, MP1967 RUTAN BUS WASH REPAIR #
	Vendor's Total ----->					1182.36	
03-24	IAE01 (INDUSTRIAL AUTOMATION & ELE	1203H	12/14/23	01/13/24	A	8654.00	IAE01, 1203, MP1943 HYDROGEN RETROFIT 30 DAY
03-24	INS01 (INSIGHT STRATEGIES INC)	34329H	02/29/24	03/30/24	A	3000.00	INS01, 34329, PO7640 EXECUTIVE COACHING 2/29
		34339H	03/11/24	04/10/24	A	758.54	INS01, 34339, PO7640 TEAM BUILDING-TRAVEL RE
		34340H	03/11/24	04/10/24	A	5400.00	INS01, 34340, PO7640 TEAM BUILDING WORKSHOP
	Vendor's Total ----->					9158.54	
03-24	INT04 (INTERSTATE TRUCK CENTER)	40S121114	11/18/23	12/18/23	A	790.82	INT04, 40S121114, PO7661 ENGINE 1103 REPLACE
03-24	INT06 (INTERSTATE ADVANCED MATERIA	7522323H	03/18/24	04/17/24	A	147.46	INT06,7522323,MP1975 3/13/24 TRANSIT MAP CAS
03-24	JTH01 (J. THAYER COMPANY)	1684513-0	03/20/24	04/19/24	A	505.53	JTH01,1684513-0,3/20/24 PRINTING PAPER
03-24	LIV10 (LIVERMORE SANITATION INC)	2190841H	03/01/24	03/31/24	A	2728.05	LIV10,2190841,2/1/24-2/29/24 GARBAGE SERVICE
03-24	LYF01 (LYFT, INC)	1127239H	02/29/24	03/30/24	A	12187.59	LYF01, 1001127239, 2/1/29-2/29/24 GO TRI-VAL
		1127240H	02/29/24	03/30/24	A	297.83	LYF01, 1001127240, 2/1/24-2/29/24 GO SAN RAM
	Vendor's Total ----->					12485.42	
03-24	MEA01 (MARIA ELENA AMARAL)	03-18-23	03/11/24	04/10/24	A	1350.00	MEA01, 2024 EMPLOYEE APPRECIATION-TACOS
03-24	MER01 (MERCHANT SERVICES)	TC022924H	02/29/24	03/30/24	A	124.78	MER01,TC022924,FEB-23 TC-CC STATEMENT
		MOA022924H	02/29/24	03/30/24	A	76.97	MER01,MOA022924,FEB-24 MOA CC STATEMENT
	Vendor's Total ----->					201.75	

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
03-24	MET01 (METROPOLITAN TRANSPORT-)	AR034772	03/06/24	04/05/24	A	19562.77	MET01,AR034772,JAN-24 CLIPPER FEES
		AR034786	03/06/24	04/05/24	A	27.92	MET01,AR034786,JAN-APRIL 23 BANK FEES
		AR034820	03/06/24	04/05/24	A	3443.56	MET01,AR034820,JAN-24 CLIPPER FEES 2.0
		Vendor's Total ----->				23034.25	
03-24	MUC01 (MULLEN COUGHLIN LLC)	72946H	02/29/24	03/30/24	A	4487.00	MUC01, 72946, JAN-24 PROFESSIONAL LEGAL FEES
03-24	MVT01 (MV TRANSPORTATION, INC.)	128494H	03/03/24	04/02/24	A	425000.00	MVT01, 128494, MAR-24 1ST INSTALL PAYMENT
		128495H	03/03/24	04/02/24	A	425000.00	MVT01, 128495, MAR-24 2ND INSTALL PAYMENT
		JAN-2024H	02/05/24	03/06/24	A	121896.49	MVT01, JAN-24 FIXED ROUTE MONTHLY SERVICE
		Vendor's Total ----->				971896.49	
03-24	NEL01 (NELSON\NYGAARD CONSULTING A	87112H	03/01/24	03/31/24	A	2679.97	NEL01, 87112, 1/1/24-2/23/24 LAVTA SRTP/LRTP
03-24	OAK01 (OAKS BUSINESS PK OWNERS)	2NDQTR-24H	03/28/24	04/27/24	A	4459.00	OAK01,2NDQTR-24,2ND QTR 2024 BUSINESS PARK D
03-24	OFF01 (ODP BUSINESS SOLUTIONS LLC)	359562715	03/22/24	04/21/24	A	83.95	OFF01,359562715,3/22/24 OFFICE SUPPLIES
		359997502	03/20/24	04/19/24	A	214.52	OFF01,359997502,3/20/24 OFFICE SUPPLIES
		Vendor's Total ----->				298.47	
03-24	PAC02 (PACIFIC GAS AND ELECTRIC)	580030724H	03/07/24	04/06/24	A	14050.98	PAC02,580030724,1/31/24-2/29/24 MOA ELECTRIC
		606030524H	03/05/24	04/04/24	A	2105.82	PAC02,606030524,1/29/24-2/27/24 ATLANTIS
		726030124H	03/01/24	03/31/24	A	2479.85	PAC02,726030124,1/22/24-2/20/24 BUS STOP
		764021624H	02/16/24	03/17/24	A	139.14	PAC02,764021624,1/11/24-2/11/24 DOOLAN TWR
		900021324H	02/13/24	03/14/24	A	4430.07	PAC02,900021324,1/11/24-2/12/24 MOA GAS
		Vendor's Total ----->				23205.86	
03-24	PAC11 (PACIFIC ENVIRONMENTAL SERVI	2720H	02/28/24	03/29/24	A	130.00	PAC11, 2720, 2/15/24 RUTAN MONTHLY INSPECTIO
		2721H	02/28/24	03/29/24	A	130.00	PAC11, 2721, 2/15/24 ATLANTIS MONTHLY INSPEC
		2731H	02/28/24	03/29/24	A	350.00	PAC11, 2731, 2023 RCRAINFO BIENNIAL REPORT
		Vendor's Total ----->				610.00	
03-24	PER01 (PERS)	20240301CH	03/06/24	04/05/24	A	5248.91	PER01, PERS CLASSIC CONTRIBUTIONS 2/17/24-3/
		20240301NH	03/06/24	04/05/24	A	5891.90	PER01, PERS NEW CONTRIBUTIONS 2/17/24-3/1/24
		20240315CH	03/20/24	04/19/24	A	5137.24	PER01,20240315C,3/2-3/15/24 PERS CLASSIC CON
		20240315NH	03/20/24	04/19/24	A	5859.80	PER01,20240315N,3/2-3/15/24 PERS NEW CONTRIB
		Vendor's Total ----->				22137.85	
03-24	PER04 (CALPERS RETIREMENT SYSTEM)	20240301H	03/06/24	04/05/24	A	2846.93	PER04, PERS 457 CONTRIBUTIONS 2/17/24-3/1/24
		20240315H	03/20/24	04/19/24	A	2854.15	PER04,20240315,3/2/24-3/15/24 457 CONTRIBUTI
		Vendor's Total ----->				5701.08	
03-24	PLE01 (PLEASANTON CHAMBER OF)	31619	03/01/24	03/31/24	A	480.00	PLE01, 31619, MP1968 2024 ANNUAL MEMBERSHIP
03-24	PLE07 (PLEASANTON WEEKLY)	216247888	03/07/24	04/06/24	A	5486.00	PLE07, 216247888, MP1932 WHEELS IN MOTION-AD
03-24	PRO02 (PROFESSIONAL ELECTRIC)	2944	01/19/24	02/18/24	A	386.50	PRO02,2944,1/19/23 GARBAGE DISPOSAL SWITCH
03-24	QMR01 (QUANTUM MARKET RESEARCH INC)	Q1249-001	03/08/24	04/07/24	A	13531.00	QMR01, Q1249-001, PO7676 ADA CUSTOMER SURVEY
03-24	RMT01 (RMT LANDSCAPE CONTRACTORS I	20240348H	03/25/24	04/24/24	A	9845.00	RMT01,20240348,3/10/24-4/9/24 LANDSCAPING SE
03-24	RSE01 (R & S ERECTION)	133369GRH	01/31/24	03/01/24	A	256.45	RSE01, 133369GR, 1/17/24 GATE NOT OPEN SERVI
03-24	SAN01 (SAN JOAQUIN REGIONAL RAIL)	02-20-24D	03/19/24	04/18/24	A	188.75	SAN01, ACE DEPOSITS 2/20/24 REIMBURSEMENT
03-24	SCF01 (SC FUELS)	441034H	02/16/24	03/17/24	A	27850.64	SCF01, 441034, 2/16/24 FUEL DELIVERY
		444319H	02/23/24	03/24/24	A	27669.82	SCF01, 444319, 2/23/24 FUEL DELIVERY
		448504H	02/29/24	03/30/24	A	27828.69	SCF01,448504,FUEL DELIVER 2/29/24
		454734H	03/07/24	04/06/24	A	28227.00	SCF01,454734,3/7/24 FUEL DELIVER
		457865H	03/14/24	04/13/24	A	28149.14	SCF01,457865,3/14/24 FUEL DELIVER
		Vendor's Total ----->				139725.29	
03-24	SHA02 (SHAMROCK OFFICE SOLUTIONS)	4010638H	02/26/24	03/27/24	A	21.83	SHA02, 4010638, FRONT DESK PRINTER 2/29-3/29
03-24	SHI02 (SHI INTERNATIONAL CORP)	B17991391	02/21/24	03/22/24	A	7490.36	SHI02, B17991391, PO7678 CISCO SYSTEMS SUBSC

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03-24	SHI02 (SHI INTERNATIONAL CORP)	B18023805	02/29/24	03/30/24	A	22745.23	SHI02, B18023805, PO7678 CISCO SYSTEM SUBSCR
			Vendor's Total ----->			30235.59	
03-24	SOL01 (SOLUTIONS FOR TRANSIT)	24-0305LAH	03/05/24	04/04/24	A	2083.33	SOL01, 24-0305LAVTA, FEB-24 CLIPPER ANALYSIS
03-24	STA01 (STATE COMPENSATION FUND)	FEB-2024H	02/21/24	03/22/24	A	1091.33	STA01, FEB-24 WORKER'S COMP PREMIUM
03-24	TAX01 (HERB HASTINGS)	0205-0224H	03/15/24	04/14/24	A	20.56	TAX01, PARATAXI REIMBURSEMENT 2/5/24-2/24/24
03-24	TEL01 (TPx COMMUNICATIONS)	177732025H	02/29/24	03/30/24	A	2498.37	TEL01, 177732025, 3/1/24-3/31/24 SERVICE
03-24	TEN03 (TENNANT SALES AND SERVICE)	920267041	03/05/24	04/04/24	A	350.00	TEN03, 920267041, MP1155 MAR-24 MAINT & PREV
03-24	TNT01 (TNT FIRE PROTECTION INC)	2023-9115	12/19/23	01/18/24	A	525.00	TNT01, 2023-9115, MP1961 HYDROGEN RETROFIT-W
		2024-9171	01/11/24	02/10/24	A	6000.00	TNT01, 2024-9171, MP1961 HYDROGEN RETROFIT-D
			Vendor's Total ----->			6525.00	
03-24	TOB01 (MICHAEL TOBIN)	0307-0308H	03/12/24	04/11/24	A	112.46	TOB01, 3/7/24-3/8/24 EXPENSE REIMBURSEMENT
03-24	TPG01 (THE PARKS GROUP)	76776	03/06/24	04/05/24	A	1559.79	TPG01, 76776, MP1926 BUS STOP FLAG ROUTE DEC
		76938	03/22/24	04/21/24	A	9012.15	TPG01, 76938, MP1954 SCHEDULE REPRINTS (14 LOT
			Vendor's Total ----->			10571.94	
03-24	TTR01 (TRANSTRACK SYSTEMS INC)	1572H	02/16/24	03/17/24	A	4440.00	TTR01, 1572, PO7680 TRANSTRACK SYSTEM TRAINI
03-24	TX212 (LINDA WAHLE)	1102-0131	03/15/24	04/14/24	A	450.05	TX212, PARATAXI REIMBURSEMENT 11/2/23-1/31/2
03-24	TX238 (MEGAN LEVITT)	2-15-2024	02/15/24	03/16/24	A	20.00	TX238, 2-15-2024, 2-15-24 PARATAXI REIMBURSEME
03-24	TX242 (BONNIE WOLF)	0206-0228H	03/15/24	04/14/24	A	80.00	TX242, PARATAXI REIMBURSEMENT 2/6/24-2/28/24
03-24	UBE01 (UBER)	FEB-2024H	03/01/24	03/31/24	A	9501.04	UBE01, FEB-24 GO DUBLIN BILLING
03-24	UST01 (UST COMPLIANCE TESTING IN)	021424	02/14/24	03/15/24	A	120.00	UST01, 021424, MP1933 ATLANTIS CALL-VEEDER A
03-24	VER01 (VERIZON WIRELESS)	957370397H	02/22/24	03/23/24	A	3026.47	VER01, 9957370397, 1/23-2/22/24 CELL & WIFI
03-24	WCC01 (WEST COAST COMPRESSOR)	7822-1	03/08/24	04/07/24	A	540.00	WCC01, 7822-1, PO7622 AIR COMPRESSORS MAINT-
		7823-1	03/08/24	04/07/24	A	2096.44	WCC01, 7823-1, PO7622 AIR COMPRESSORS MAINT
			Vendor's Total ----->			2636.44	
			Total of Purchases ->			1908050.90	=====

AGENDA

ITEM 6

STAFF REPORT

SUBJECT: Regional Transportation Revenue Measure (SB1031) Board Position

FROM: Christy Wegener, Executive Director
Jennifer Yeamans, Senior Grants

DATE: April 23, 2024

Action Requested

Staff requests that the Finance and Administration Committee recommend the Board adopt an *oppose unless amended* position on SB 1031 (Weiner).

Background

On March 18, Senators Scott Weiner (D–San Francisco) and Aisha Wahab (D-Fremont) introduced a co-sponsored bill, SB 1031. This replacement bill is being led by Senator Wiener and replaces SB 925 (Weiner), which was sponsored by MTC, and SB 397 (Wahab), and includes MTC’s regional transportation measure enabling legislation among numerous other matters related to transit accountability and reform. On April 12, the MTC Legislative Committee adopted a set of proposed amendments to SB1031, many of which were included in the amendments that were released in print on April 17. The amended bill language includes the following provisions:

- Authorizes MTC to place a measure on the ballot for all nine counties or a subset for the Nov. 2026 ballot or later;
- Returns 70% of the new revenue to the source county within a distribution formula/framework, and conditions new funding for transit agencies based on compliance with stronger Regional Network Management rules and ridership;
- Gives MTC control over any new funds raised in the future measure, and increases MTC’s authority over existing funding resources such as Transportation Development Act funds;
- Requires a study of the consolidation and coordination of the Bay Area transit operators to be complete by January 1, 2026, and then requires CalSTA to submit study recommendations to the State Legislature by January 1, 2027. There is no identified funding source for this study, but the bill establishes a fund to receive funding (donations or otherwise) to pay for the study.

The bill is scheduled to be heard in the Senate Transportation Committee on April 23 and in the Senate Revenue and Tax Committee on April 24. Following those policy committees, the bill should be heard in the Senate Appropriations Committee in May.

Discussion

LAVTA supports the stated goals of this legislation which envisions a world class transportation network that meets the diverse needs of Bay Area residents, combats climate change, and has a meaningful impact on reducing vehicle miles travelled. LAVTA also supports advancing enabling legislation to allow Bay Area voters the opportunity to weigh-in on generating new revenues to support and expand transit in the Bay Area.

LAVTA's approved 2024 Legislative Program (Attachment 1) specifically calls out two policy areas that are out of SB1031 as amended. The approved LAVTA legislative program states:

- 1) Oppose any effort to consolidate Bay Area Transit agencies.
 - SB1031 as amended somewhat softens and better clarifies the intent to study consolidation as well as coordination; however, it still requires a consolidation and coordination study to be complete regardless of a regional measure passing and requires recommendations to be delivered to the State Legislature.
- 2) Support efforts of the Metropolitan Transportation Commission (MTC) to maximize the proportion and flexibility of federal and statewide funding sources allocated to the Bay Area and to small operators. Monitor and engage with MTC and other transit operators as necessary concerning any use of valuable state transit funding normally allocated to operate service to fund implementation of a regional Transit Network Manager or similar function.
 - SB1031 as amended gives MTC new authority over existing statewide funding sources with the ability to enact new requirements over the funding, reducing the flexibility of those funds and potentially reducing the amount of funding available to small operators.

Given these two considerations, staff is recommending taking a position of *oppose unless amended*. If authorized by the Committee and subsequently the Board of Directors on May 6, staff will prepare a letter to be sent to the Chair of the Senate Appropriations Committee which is the next scheduled Committee for this bill.

Fiscal Impact

There is no fiscal impact associated with adopting a position on SB1031.

Recommendation

Staff recommends that the Finance and Administration Committee recommend that Board adopt an *oppose unless amended* position on SB1031.

Attachments

1. 2024 Legislative Program

FEDERAL	
Goal or Principle	Strategy
1) Protect Existing and Enhance Future Transportation Funding Sources	Advocate that Congress appropriate full amounts authorized by law for FY 2024-25, and that these vital funds are provided expeditiously to transit agencies for use on transit capital projects and operations. Support maximizing funding levels for discretionary programs such as the Bus and Bus Facilities and Low or No Emission grant programs, and advocate for program policies and funding eligibilities that support LAVTA's key capital funding needs and priorities.
	Participate in development of a reauthorization platform for the Infrastructure Investment and Jobs Act (IIJA) that prioritizes maintaining funding for existing transit and flexible highway formulas (that can fund transit) at levels approved under the IIJA, including ensuring California operators do not see cuts in programs that were funded through advance appropriations. Support advocacy partners' efforts to refine priorities related to funding for transit modernization and expansion and policy revisions needed to ensure operators are able to expend federal funds efficiently and effectively.
	Support efforts spearheaded by the California Transit Association to monitor ongoing issue that Bay Area federal transit grants may be withheld because of a 2021 U.S. Department of Labor interpretation that state pension law known as "PEPRA" may impede federally guaranteed transit union collective bargaining rights. If necessary, seek a legislative solution.
2) Enhance public transit's role in addressing climate change and air quality issues	Advocate for federal legislation and program implementation that prioritizes public transit's role in addressing climate change, supports transit agencies transitioning to zero-emission fleets, and advances research into alternative-fuel technologies such as clean/renewable hydrogen. Actively engage in local and statewide efforts to implement the Department of Energy's Alliance for Renewable Clean Hydrogen Energy Systems (ARCHES) Hydrogen Hub initiative in California to accelerate renewable hydrogen projects and necessary support infrastructure through public/private partnerships.
	Work with the Federal Transit Administration or, if necessary, Congress to ensure flexibility in the application of FTA's spare ratio requirements to zero-emission transit buses and to address temporary reductions in transit service.
3) Leverage Support from and with Partners to Promote Mobility, Improve Service Productivity, and Enhance Regional Leadership	Expand legislative and policy partnerships in Washington, D.C., in particular coordinating on advocacy activities as appropriate with other East Bay Small Operators and other public transit agencies operating in LAVTA's service area, including Valley Link.
	Support federal policies that enable technological innovations to improve safety and mobility, including connected and automated vehicle (CV/AV) deployment, and mobility on demand.

STATE	
Goal or Principle	Strategy
1) Protect Current and Enhance Future Transportation Funding Sources	Advocate for FY 2024-25 state budget that avoids, minimizes, or offsets cuts in the State’s investment in public transportation, including honoring prior-year budget agreements, and continue to advocate for additional statutory, administrative, and funding relief for public transit in response to the impending “fiscal cliff” and other continuing impacts of the COVID-19 pandemic.
	Engage with the California State Transportation Agency Transit Transformation Task Force, and monitor development of any new legislation to update the Transportation Development Act and related statutes concerning public transportation revenues and associated requirements.
	Ensure any new legislation and regulations do not create new unfunded mandates on transit agencies.
	Identify and pursue strategies to help transit operators reduce costs associated with converting their bus fleets to zero-emission in order to meet the state’s Innovative Clean Transit rule, including additional dedicated funding from the state Greenhouse Gas Reduction Fund (GGRF) or other sources.
2) Enhance Operating Conditions to Support Safety and Performance Goals	Monitor and support as appropriate the California Transit Association’s efforts to address driver and passenger safety and security concerns identified statewide related to inappropriate behavior on transit vehicles and at stations.
	Support efforts to enhance transit industry workforce recruitment and training efforts.
3) Enhance Public Transit’s Role in Addressing Climate Change and Air Quality Issues	Monitor implementation activities and new legislation related to the California Air Resources Board’s (ARB) Innovative Clean Transit regulation related to Zero Emission Bus (ZEB) purchase and deployment requirements, and advocate for programs and incentives to minimize undue burdens on transit agencies transitioning to ZEB technology.
4) Leverage Support from and with Partners to Promote Mobility, Improve Service Productivity, and Enhance Regional Leadership	Oppose efforts to mandate consolidation of East Bay Small Operators, or LAVTA with any other entity, and oppose development of any consolidation plans that do not meaningfully involve and account for all potentially impacted stakeholders, including transit workers represented by existing collective bargaining arrangements.

REGIONAL/LOCAL	
Goal or Principle	Strategy
1) Protect Existing and Enhance Future Transportation Funding Sources	Support efforts of the Metropolitan Transportation Commission (MTC) to maximize the proportion and flexibility of federal and statewide funding sources allocated to the Bay Area and to small operators. Monitor and engage with MTC and other transit operators as necessary concerning any use of valuable state transit funding normally allocated to operate service to fund implementation of a regional Transit Network Manager or similar function.
	Partner with other East Bay Small Operators and potential affected stakeholders to monitor, support, oppose, or seek amendments as may be necessary and desirable in the development of authorizing legislation for a future regional transportation revenue measure to be put before Bay Area voters.
2) Enhance Operating Conditions to Support Safety and Performance Goals	Advocate for improvements to the local and regional street networks that enhance transit operating speed and reliability.
	Improve roadway safety for all users and support proposals to increase enforcement of traffic laws protecting pedestrians and bicyclists.
3) Leverage Support from and with Partners to Promote Mobility, Improve Service Productivity, and Enhance Regional Leadership	Monitor and support as appropriate implementation of the Metropolitan Transportation Commission's Blue Ribbon Transit Recovery Task Force recommendations, including new initiatives aimed at promoting a more "seamless" regional transit system and enhancing its resiliency through initiatives such as fare coordination/integration and transit network management.
	Continue to develop innovative partnerships with private transportation providers including taxi and transportation network companies to connect more people in the Tri-Valley to public transit.
	Support other members of the Cooperating Area Transit Systems group (suburban transit operators in Eastern Alameda County and Contra Costa County), if appropriate, and work together on regional programs and initiatives of mutual interest.
	Work with local businesses to support efforts to encourage transit use among their employees, and with local housing developers and entities to encourage transit use among residents.

AGENDA

ITEM 7

STAFF REPORT

SUBJECT: LAVTA's Operating & Capital Budget for FY 2025

FROM: Tamara Edwards, Director of Finance

DATE: April 23, 2024

Action Requested

Staff requests that the Finance and Administration Committee forward the Operating and Capital Budget for FY 2025 and Resolution 11-2024 to the Board for approval.

Discussion

Attached for your consideration are the draft LAVTA Operating and Capital Budgets for FY 2025 (July 1, 2024 through June 30, 2025). The operating budget includes revenues and expenses required to operate Fixed Route, Dial-a-Ride, and other projects such as Go Tri-Valley. The total operating budget of \$25,035,456 reflects an overall increase of 1.69% from the FY 2024 budget; a breakdown of this increase is included in the chart below. A large portion of these projects are covered by dedicated grants and allocations. Cost increases are largely due to contractual increases in the fixed route operations and maintenance contract.

Fund	\$ Increase over prior year	% Increase over prior year	% Share of the overall budget increase
Fixed Route	442,227	2.1%	106%
Paratransit	120,182	4%	29%
Go Tri-Valley/SAV	-146,138	-34.4	-35%

Even with a slight increase in expenses, LAVTA was able to balance the FY25 Operating budget without taking funds from reserves. LAVTA has ample funds in reserve and the authority maintains more than the board approved goal of 3-6 months of operating funds.

Planning for the FY 2025 budget again utilized a system wide approach to clearly align the budget with the mission, vision and goals established by the Agency's Strategic Plan, as well as aligning with the goals set for the Executive Director in February 2024.

Operating Budget Provisions

The largest budget line items in the draft Operating budget for FY 2025 are purchased transportation and fuel. This year's budget reflects the contracted increase for Fixed Route purchased transportation, and also a re-baseline of service hours. For FY 2024 LAVTA budgeted \$4.50/gal for fuel; however the average price per gallon that LAVTA paid in FY 2023 (through the end of March) was \$3.54/gal. Conservatively, LAVTA staff are projecting \$4.25/gal for the FY 2025 budget.

Capital Budget Provisions

The draft Capital budget for FY 2025 includes funding for the capital projects currently underway as well as those planned to occur throughout the upcoming fiscal year. The draft Capital budget does not reflect any grant awards not currently in-hand due to the timing of grant award announcements. Staff are waiting to hear on the status of several potential grant awards. It is likely that awards for some grant programs will be announced after the beginning of the next fiscal year. Rather than budget based on an assumption of receiving the awards and then backfilling if awards are not received, LAVTA budgets based on what is in-hand and then adds additional funds to our reserve account at the end of the year from the grants received. Once grants have been applied for and received staff will update the Board in regard to the additional revenues.

At the meeting, staff will review with the Committee the line item budgets for revenues and expenses, highlighting changes from the prior year budget and areas of particular importance.

Recommendation

Staff recommends that the Finance and Administration Committee forward the Operating and Capital Budget for FY 2025 and Resolution 11-2024 to the Board for approval.

Attachments:

1. Operating and Capital Budget FY 2025
2. Resolution 11-2024

WHEELS
Livermore Amador Valley Transit Authority
Fiscal Year 2025
Budget Message

Summary Outlook for FY2025

LAVTA's FY2025 Budget is \$25,035,456 which is 1.69% higher than the adopted FY2024 budget. The draft budget assumes LAVTA will provide slightly more than 124,000 fixed route service hours and 30,000 service hours for paratransit. The Budget for FY2025 continues to comply with the Board's policy to maintain reserves equivalent to 3-6 months of operating costs.

Fixed Route Operations

FY2025's focus will be continuing to operate the existing level of fixed route service in a responsive and responsible manner to ensure both reliability, access to and convenience with riding the Wheels bus system. Staff will be monitoring the Wheels in Motion changes that took effect in March 2024; adjustments to service may need to be made in FY2025 as ridership settles. Staff will be closely monitoring ridership on the new and restored routes and are planning for outreach and marketing to neighborhoods, community centers, and employers with new bus service. In August, staff will be adjusting service to routes service Dublin High School and will be introducing a new route to Emerald High School. As BART changes their train timetables in August, Wheels will make necessary changes.

All bus operators in FY2025 will continue to improve their safety, sensitivity, and customer service skills with monthly safety meetings and targeted retraining as needed. Additionally, the agency will continue to monitor safety performance with the agency's Safety Plan and Safety Management System. Moreover, staff will continue to work with contractors to continue to address recruitment and retention issues; while there are no plans to grow service in FY2025, the agency is beginning FY2025 with a shortage.

In early FY2035, staff will be releasing the Agency's next RFP for the Fixed Route Operations and Maintenance of the Wheels bus service. This contract represents the largest procurement that the Agency will undertake over the next five years and will take a significant amount of work for the appropriate review and evaluation of proposals. In the FY2025 budget staff has included funding to complete a fleet and facility audit to document the condition of the assets in preparation for a new contract.

Paratransit

Ridership on paratransit is expected to grow in FY2025 as recovery from the COVID-19 pandemic normalizes. Staff will continue to introduce improvements to the paratransit program and will work towards controlling escalating operating costs due to wages increases and fuel price increases being seen in the industry. Staff will also be promoting the One Seat Ride Regional Paratransit Program, and will be looking to introduce a new *Wheels Access* brand that can house all of Wheels services for seniors and people with disabilities.

Planning

In early FY2025, the Agency will kick off a Strategic Plan update that will be used to reset the mission, values and goals of the Agency. The Strategic Plan will establish priorities and projects that will help staff plan and budget for the agency over the near and long term.

Capital Projects

LAVTA's capital program in FY2025 will focus on moving several high priority projects forward from design into the construction phase, including upgrades at the Livermore Transit Center, the retrofit of two Rutan maintenance bays for hydrogen safety technology, and the hydrogen fueling station at Atlantis. The Agency will also be placing an order for 12-40' buses, which will include a minimum number of 4 and maximum number of 12 hydrogen fuel cell buses. Staff will also be finalizing design for several projects, including improvements to Rapid bus stops throughout the Tri-Valley, and three new transit centers/hubs located at Las Positas College, E. Dublin BART and the Lawrence Livermore Lab.

Staffing

The FY2025 budget includes a new FTE that will be the Capital Planning and Grants Manager. LAVTA currently has 1.0 FTE dedicated towards grants and regional planning who is on reduced workload due to a reasonable accommodation for a medical condition. The amount of work required for grant writing, administration, billing, and reporting has grown over the past few years; in addition, as the capital needs of the agency grow due to changing technology and the implementation of the zero-emissions bus plan, LAVTA needs to develop and maintain a more robust Capital Improvement Program. This new position would report directly to the Director of Finance, offering critical support as well as an opportunity for succession planning.

Revenues

As the transit agency enters into FY2025, its activities will occur against the backdrop of an economy recovering from the COVID-19 pandemic. LAVTA's largest revenues are in line with pre-COVID levels however, the budget does continue to reflect a decrease in Farebox revenues and revenues associated with Bridge Tolls.

While last year's budget reflected the turbulence of both the fuel and labor markets, this year's budget benefits from the final year of our contract with MV Transportation, representing negotiations resulting in increased wages and incentives for bus operators. The fuel market which tends to be unstable especially during the months that surround budget development is much more stable than it was a year ago, allowing for what we hope is a more realistic fuel budget. LAVTA benefits from purchasing fuel in bulk and "on the spot market" so that the cost per gallon is much lower than what is seen "at the pumps" however, the amount of fuel purchased each year means even small fluctuations in the market can have a big impact on LAVTA's budget.

FY24 Perspective and Accomplishments

Before discussing FY2025, it is useful to briefly recap this past year. LAVTA's FY2024 Adopted Budget was \$24,619,185, which was 1.55% higher than FY23, primarily due to increased costs in our purchased transportation and fuel. There were no fare increases programmed, and LAVTA was again able to comply with the Board's policy to maintain reserves equivalent to 3-6 months of operating costs.

For FY2024, the major highlight was development of the Wheels in Motion bus service plan, which was developed in response to the September 2023 BART schedule change which modified the Dublin/Pleasanton line train service from every 15-minutes to every 20-minutes, 7-days a week. After a robust month of public outreach in Fall 2023, the LAVTA Board approved a new Wheels in Motion network that modified core frequencies to match the new BART 20-minute trains, restored service in east Livermore and east Dublin that had been suspended due to the pandemic, introduced new bus service in central Dublin and south Livermore, and increased weekend service levels. The new network took effect on March 23, 2024.

Due to unexpected and unsustainable growth of the Go Tri-Valley program over FY2024, the LAVTA Board approved implementing a 10-trip cap per Transportation Network Company partner effective April 1, 2024.

The capital program had several areas of focus in regard to major capital projects, including the completion of the 65% of design of the Atlantis Operations and Maintenance campus, the landscaping at the Rutan location, and installation of a new badge system at the Wheels Rutan Operations and Maintenance facility. Staff also undertook several IT-related initiatives in FY2024, including approval of a contract with SDI, Inc. for support of IT and helpdesk activities, as well as to transition the Agency to the cloud.

Other work during FY2024 from the agency included:

Policy Related Matters

- Adopted FY2024 Legislative Program and monitored key legislation.
- Securing an East Bay Coalition Lobbyist.
- Securing a LAVTA State and Federal Lobbyist.

Fixed Route Operations

- Completed the Wheels in Motion service plan.
- Completed the annual fixed route customer satisfaction survey.
- Developed a service plan for Emerald High School.
- Held HalloWheels Bus Roadeo in October 2023.

Paratransit Service

- Completed the annual paratransit customer satisfaction survey.
- Completed the second year of the paratransit contract with County Connection.

Marketing

Provided marketing and administrative assistance to ACTC with the Measure BB Student Pass Pilot.
Assisted school districts with information about Wheels.
Outreach to schools in Livermore served by new Route 18.

Audits/Reviews

Completed the annual Financial Audit (ACFR)
Completed the RM2 audit for funding for the route 30.
Prepared for the next Triennial Audit.

Financial Management

Received \$3M Community Project Funding request from Congressman Swalwell and DeSaulnier to fully fund the Atlantis Hydrogen Fueling Station.
Applied for FY24 FTA Low-No Grant for Atlantis Facility
With East Bay Coalition Partners, advocated for full funding of BART Feeder Bus Money.
Received GFOA's Award of Excellence for Financial Reporting for FY23 ACFR
Increased lease amount for bus storage at Atlantis.

Personnel

Refreshed annual employee goals and performance metrics.
Hired a new Director of Customer Experience.
Promoted staff to Capital Projects Manager.
Hired a new Operations Analyst/Fleet and ITS.

Major Features of FY2025's Operating Revenues

Looking forward to next year's budget, this section outlines what staff sees forthcoming on the revenue side. LAVTA's primary revenue source is TDA, which is projected by Alameda County's forecasters to increase slightly over FY23 actuals. Another critical revenue source is STA funding, which is also estimated to increase significantly with special one time funding provided by MTC.

Major Features of FY24's Operating Expenditures

The expenditure budget for FY2025 is \$25,035,456 which is 1.69%) higher the budget for FY24. The Fixed Route and paratransit contracts have an increase this year, based on the escalators in the contracts. Similar to the revenue side, LAVTA's expenditure side is also driven by a handful of sources. For example, the O&M contracts, diesel fuel, taxes, utilities, and insurance make up about 75% of LAVTA's expenditures. Major matters regarding expenditures are described below.

O&M Services: FY2025 marks the seventh and final year of the multi-year contract for fixed route O&M services with MV Transportation, and the third year of a contract for paratransit services with CCCTA. LAVTA Staff are working on the next multi-year contract for the fixed route O&M services and expects to advertise the RFP in summer 2024.

Fuel Prices: For FY2025, fuel is assumed to be \$4.25 per gallon, which is higher than the average that LAVTA has seen in the current fiscal year, but reflects the instability of the market.

Personnel Costs: The FY2025 budget assumes one additional FTE over what was budgeted for FY24. As noted above, the new FTE will be the Capital Planning and Grants Manager, overseeing grant administration, submittals, reporting, and billing, as well as will be responsible for LAVTA's Capital Improvement Plan. As in prior years, LAVTA will continue to implement merit-based increases based on staff's performance evaluations. LAVTA's annual salary survey is underway to determine the affects of the labor market on wages for positions similar to the ones at LAVTA.

Administrative Costs: Staff is proposing a FY2025 Budget that keeps most budgeted line items, which staff has some control over, similar to the amounts in the FY2024 Budget but with higher escalators than what have been used in past years to reflect the increase in costs.

Major Features of the Capital Budget

The Capital Budget is expected to increase by \$38,306,136 over last year, primarily due to the increase in the budget for Atlantis and the addition of a twelve-bus purchase. Last year, themes that dominated the Capital Budget will continue through FY25. They are (1) a continued emphasis on a State of Good Repair (SGR), (2) continued development and procurement of a zero emissions fleet, (3) continued improvements that improve speed and reliability to the Rapid corridors, as well as upgraded and attractive Rapid stops, and (4) continued design and near future construction of the Atlantis Operations and Maintenance campus.

Strategic Plan Guidance and Projects for FY2025

The Wheels Strategic Plan establishes an overall vision and mission for Wheels and contains a series of goals and strategies to guide the future development of services and projects. The Strategic Plan will be updated in FY2025; until new goals are established, the following remain the goals of the agency:

Goal: Service Development

Strategies:

- (1) Provide routes and services to meet current and future demand for timely/reliable transit service.
- (2) Increase accessibility to community, services, senior centers, medical facilities and jobs.
- (3) Optimize existing routes/services to increase productivity and response to MTC projects and studies.
- (4) Improve connectivity with regional transit systems Explore innovative fare policies and pricing options
- (5) Provide routes and services to promote mode shift from personal car to public transit.

Projects:

- (1) Conduct analysis of bus system and engage in strategic planning.
- (2) Monitor impacts of Wheels in Motion service plan and make necessary adjustments.
- (3) Modify service to respond to opening of Emerald High School.
- (4) Monitor impacts of changes to Go Tri-Valley.

Goal: Marketing and Public Awareness

Strategies:

- (1) Continue to build the Wheels brand image identity and value for customers.
- (2) Improve the public image and awareness of Wheels.
- (3) Increase communication between Wheels and its customers, particularly through enhanced real time information systems and technologies.
- (4) Increase ridership, particularly on new routes and weekends.
- (5) Promote Wheels to new businesses and residents.

Projects:

- (1) Continue ridership development at Las Positas College.
- (2) Continue ridership development at schools participating in the ACTC Measure BB Student Pass Pilot.
- (3) Continue targeted social media and mass promotion tools.

Goal: Community and Economic Development

Strategies:

- (1) Integrate transit into local economic development plans.
- (2) Advocate for increased TOD from member agencies and MTC.
- (3) Partner with employers in the use of transit to meet TDM goals and requirements.

Projects:

- (1) Continue to engage with city partners on development plans and provide comments on impacts to transit.
- (2) Support TOD Development in the Tri-Valley

Goal: Regional Leadership

Strategies:

- (1) Advocate for local regional, state, and federal policies that support the mission of Wheels.
- (2) Support staff involvement in leadership roles representing regional, state and federal forums.
- (3) Promote transit priority initiatives with member agencies.
- (4) Support regional initiatives that support mobility convenience.
- (5) Engage with advocacy organizations such as APTA and CTA.

Projects:

- (1) Advocate for positions taken by LAVTA FY2024 and FY2025 Legislative Plan
- (2) Engage with East Bay Transit Coalition partners to monitor and respond to MTC-led regional initiatives.
- (3) Participate in the Small Operators Committee and Operations Committee at CTA.

Goal: Organizational Effectiveness

Strategies:

- (1) Promote system wide continuous quality improvement.
- (2) Continue to expand the partnership with contract staff.
- (3) HR development with focus on employee quality of life and strengthening of technical resources.
- (4) Enhance and improve organizational structures, processes and procedures
- (5) Develop policies that hold Board and staff accountable, providing clear direction through sound policy making decisions.

Projects:

- (1) Update the HR Policy.
- (2) Continue to emphasize and support training and development of employees to improve their technical and professional expertise.
- (3) Continue to perform annual salary study to ensure competitive wages and benefits.
- (4) Continue to look at staff job descriptions and staffing levels compared to agency projects and requirements to ensure success.
- (5) Complete an update to the Strategic Plan.

Goal: Financial Management

Strategies:

- (1) Develop budget in accordance with strategic plan
- (2) Explore and develop revenue generating opportunities
- (3) Maintain fiscally responsible long-range capital and operating plans

Projects:

- (1) Approve FY2025 budget with emphasis on growing ridership and providing support for innovative transit projects
- (2) Achieve continuing recognition for financial management excellence
- (3) Continue to explore potential revenue sources for supporting agency activities, such as cell tower rents, and facilities leasing opportunities.

Summary

To summarize, this FY2025 Budget supports 124,151 hours of fixed route service and 30,000 service hours for paratransit for next year. The Budget assumes that fares are not raised.

At the end of FY25, the forecast is to have \$27,096,985 million in reserves. In January 2009, the Board adopted a policy to gradually build up reserves, targeting a range of 3 to 6 months of operating expenses, and attaining this goal by the end of FY2012. The FY2012 Budget achieved that goal and the Budgets since then continue to maintain it.

WHEELS
Livermore Amador Valley Transit Authority
Fiscal Year 2025
Budget Narrative

OPERATING REVENUES

LAVTA services are supported by two primary types of operating revenues:

- Revenues generated by the agency either through the provision of transit service (farebox and contract fares) or through supplementary activities such as advertising and ticket concessions.
- Federal, State and Local transportation funding assistance programs including Transportation Development Act (TDA), State Transit Assistance (STA), Federal Transit Administration grants, Bridge Toll Revenues (RM2 and RM3), Motor Vehicle Registration Surcharge (TFCA), and Measure BB sales tax revenue.

A brief description of each budget line item follows:

Passenger Fares

Revenues derived from the farebox are forecast to be slightly higher for fixed route and paratransit based on an increase in ridership.

Revenue is also generated from an agreement with Hacienda Business Park. This revenue is expected to increase based on the parameters of the agreement.

Contract Services

LAVTA receives revenues from the San Joaquin Regional Rail Commission (SJRRRC) to subsidize the ACE shuttle service (ACE passengers then ride free). Revenue from an agreement with BART to supply paratransit services to the BART station for connections with East Bay Paratransit are also included. Additionally, there are contracted Fare Revenues from Las Positas college student body based on the student pass, and fares from the Alameda County Transportation Commission (ACTC) for their student pass pilot program.

Concessions, Advertising, Interest, T-Mobile, AT&T and Atlantis Lease Agreements

LAVTA currently contracts with Lamar Outdoor Advertising for use of exterior bus advertising space. LAVTA also receives revenues from an agreement with ACE to sell train tickets at the transit center. Interest is generated on unspent revenue in our LAIF account. The agreement with T-Mobile, and AT&T for the lease of space for a cell tower and the agreement with Google for parking at the Atlantis Facility are included.

Transportation Development Act Funds (TDA)

These funds are derived from a ¼ cent sales tax and distributed by the Metropolitan Transportation Commission (MTC) to Alameda County and all of its incorporated cities.

LAVTA is eligible for two different programs within this funding source: TDA 4.0 which provides general transit assistance and can be used for capital and operating expenses for both fixed route and paratransit and TDA 4.5 which is exclusively for paratransit services.

The total amount requested in TDA 4.0 funds for operations for FY25 is \$12,785,504 additionally the amount requested in TDA 4.5 funds is \$253,114.

LAVTA also receives a portion of BART's TDA 4.0 and STA apportionments to help support feeder service to the Dublin/Pleasanton station. This is based on an agreement with BART from 1997. These funds help subsidize routes that run between Livermore and the BART stations. This year LAVTA will receive \$101,010 from this source.

State Transit Assistance Funds (STA)

STA is distributed to jurisdictions for fixed route service in two ways – as a revenue-based and a population-based subsidy for transit capital and operating needs.

The amount of population-based STA requested by LAVTA for 2025 is \$1,983,778 and LAVTA has requested revenue-based STA funding of \$694,172.

Additional STA comes to LAVTA as part of the feeder bus agreement with BART. For FY25 LAVTA will receive \$496,359 in these funds.

Regional Measures (RM2 and RM3)

Regional Measure 2 increased the toll on Bay Area bridges by \$1. Funds from these increases were designated to fund projects to improve transit in the Bay Area. LAVTA has received \$467,748 in RM2 funding for the Rapid service, these funds are still below pre-pandemic levels. RM3 funds are also derived from a \$1 increase in Bridge Tolls. These funds are currently being distributed based on demonstrated need and for FY 25 LAVTA will receive 896,636.

Federal Transit Administration (FTA) Section 5307

FTA Section 5307 funds are distributed by MTC to transit operators in the region. These funds are available to LAVTA to fund bus replacement projects, and ADA paratransit. A provision of FTA legislation allows regional capital funds to be used for ADA paratransit operating purposes. This year's allocation for LAVTA's paratransit service is estimated at \$579,428.

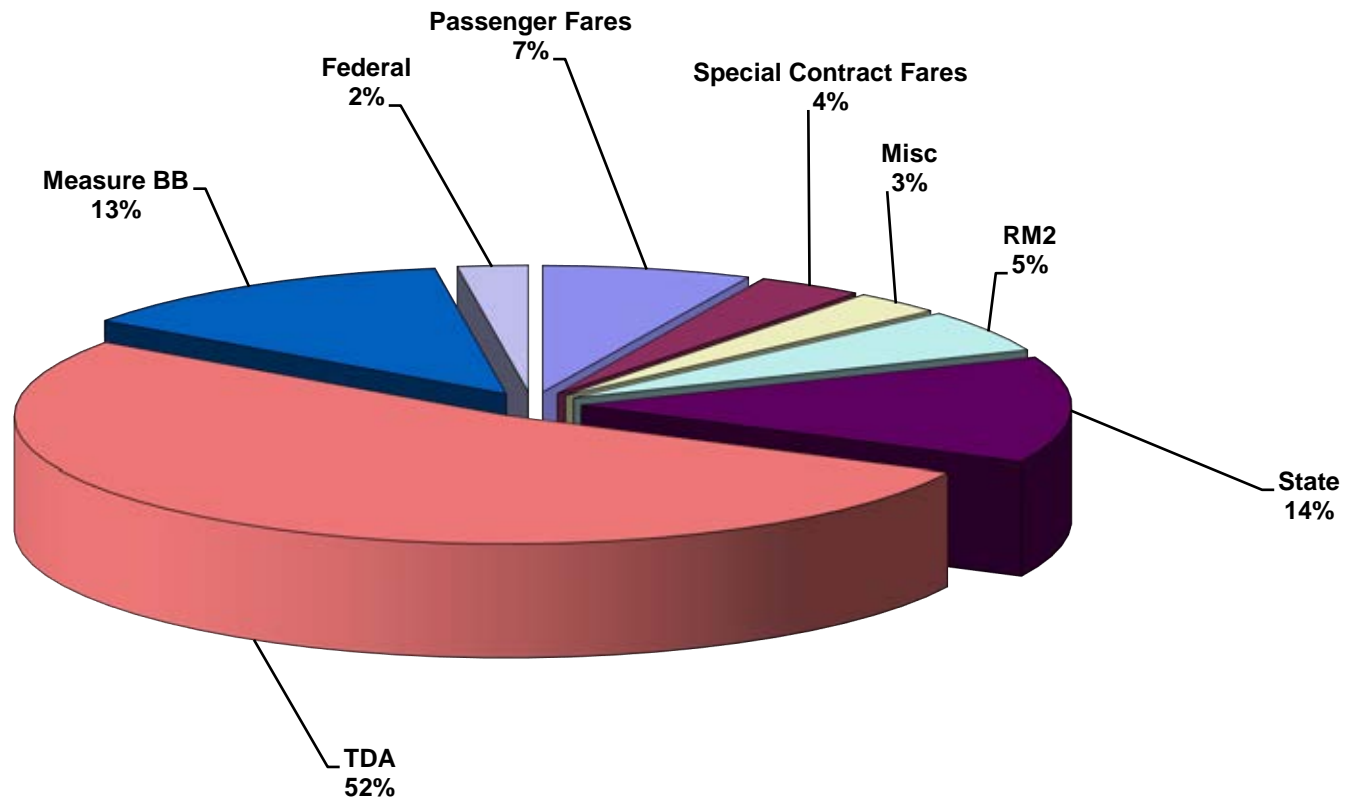
Measure BB

In 2014 voters in Alameda County voted for an additional sales tax increase for transit projects, with the stipulation that when Measure B expired (in 2022) it would increase to a full cent tax. This year measure BB is anticipated to provide \$961,972 for Paratransit service, and \$1,948,320 for Fixed Route.

**LAVTA
FY2025 BUDGET
OPERATING REVENUES**

		FIXED ROUTE FUND	PARATRANS. FUND	WOD	TOTAL FY2025	BUDGET FY2024	% CHANGE
401	Passenger Fares:	\$1,560,675	\$162,675		\$1,723,350	\$1,255,770	37%
402	Business Park Revenue	\$226,476			\$226,476	\$226,476	0%
402	05 Special Contract Fares:	\$613,318	\$37,200		\$650,518	\$405,618	60%
406	01 Concessions	\$23,916		\$0	\$23,916	\$111,559	-79%
406	03 Advertising	\$190,000		\$ -	\$190,000	\$185,000	3%
407	04 Interest	\$350,000			\$350,000	\$150,000	133%
407	03 Cell phone Towers and Google Lease	\$181,956		\$0	\$181,956	\$48,000	279%
409	Transit Development Act (TDA)						
91	Article 4.0	\$11,808,348	\$698,662	\$278,494	\$12,785,505	\$8,533,008	50%
92	Article 4.5		\$253,114		\$253,114	\$361,994	-30%
95	BART 4.0	\$101,010			\$101,010	\$212,390	-52%
96	RM2 and RM3	\$1,364,384			\$1,364,384	\$409,489	233%
01	TFCA BRT	\$0			\$0	\$0	#DIV/0!
411	State Transit Assistance (STA)						
01	Operating-Population Based	\$0			\$0	\$1,949,640	100%
01	Block Small Operator	\$1,983,778			\$1,983,778	\$1,996,483	100%
01	Operating-Revenue Based	\$694,172			\$694,172	\$499,413	39%
01	Regional Paratransit	\$0	\$148,001		\$148,001	\$148,949	100%
01	STA Lifeline	\$56,967			\$56,967	\$57,331	100%
05	Regional BART	\$496,359			\$496,359	\$450,860	10%
413	Federal Transit Administration Section 5307	\$0	\$579,428		\$579,428	\$4,913,834	-88%
464	01 Measure BB	\$1,948,320	\$1,278,202	\$0	\$3,226,522	\$2,703,372	19%
TOTAL REVENUE		\$21,599,679	\$3,157,282	\$278,494	\$25,035,456	\$24,619,186	1.69%

OPERATING REVENUE FY2025



OPERATING EXPENDITURES

Salaries and Wages

This category includes salaries for all staff members, including 5% towards PERS 457 Retirement Plan (for Executive Director only). In addition, employee salary increases are included in this line item however increases for employees are based on performance/merit only.

Personnel Benefits

This category includes contributions to California Public Employees Retirement System (CalPERS), premiums for Medical, Dental, Vision, Disability and Life Insurance programs, Workers Compensation Insurance, Unemployment expense and Automobile Allowance (for the Executive Director only). Also included is the health annuity for retirees, pre-funding of the retirement “unfunded liability” and the amount necessary to prefund LAVTA’s annual OPEB obligation.

Professional Services

Compensation for Board Members per Bylaws of LAVTA for attendance at meetings of the Board of Directors, Committees of the Board of Directors and other LAVTA business is included here. Additionally, on an on-going basis LAVTA contracts out for a variety of professional services including: legal counsel, financial services (for the annual audit), and graphic design.

Non-Vehicle Maintenance

This line item includes the expenses to cover the cost of hiring professional maintenance vendors to assist in the cleaning of the Maintenance, Operations and Administration building (MOA), Transit Center facility and grounds, and cleaning of bus stops. In addition, this line item includes the cost of preventative maintenance for the facilities, office equipment such as the accounting system, copy machines, and phones. Costs also include computer support, including the annual contracts for the AVL system and a map platform update, and the cost of the bus shelter maintenance program.

Communications

Postage, Federal Express, and courier charges are in this category of expenses.

Fuel and Lubricants

Costs for all diesel and unleaded gas for buses and non-revenue vehicles are budgeted here. This line item is budgeted for FY 2025 at \$4.25 per gallon; fuel for non-revenue vehicles is budgeted at \$5.50 per gallon. This line item also contains a \$100,000 contingency to account for unstable and volatile gas prices.

Office/Operating Supplies

This category includes copy machine paper, consumable office supplies, letterhead, envelopes and any other miscellaneous office supplies needed.

Printing

The line item for printing covers the cost for printing public information materials, i.e. Wheels map and schedules, fare media, brochures and the production of exterior route and schedule displays.

Utilities

Utilities include expenses to cover electricity, gas, water, sewer, garbage, and telephone bills.

Insurance

This line item includes insurance on facility contents, employee dishonesty bonds, and property insurance on the MOA, Transit Center and Atlantis facilities. It also includes premiums for casualty, general liability and physical damage insurance. LAVTA has a \$25,000 self-insured retention on our liability program which has been assumed by our fixed route contractor. Due to LAVTA's "experience modification factor", and the general state of the Insurance industry LAVTA is seeing an increase in insurance expenses for FY 25.

Taxes and Fees

Fees for fuel taxes and underground storage tank fees are budgeted here.

Purchased Transportation Service

Purchased transportation service is the largest of the budgeted line items. This line item includes the total operating costs and fixed monthly management fee based on the agreements between LAVTA and MV, and LAVTA and CCCTA, which includes all materials, supplies, lubricants, vehicle parts and labor for provision of operation and maintenance services. This line item is increased from last year's budget due to escalators in both contracts and an expected increase in hours. Additionally, expenses have been budgeted for the "Go Tri-Valley" services.

Miscellaneous

This line item includes membership dues for the American Public Transit Association, California Transit Association, CalAct, and the Dublin, Pleasanton, and Livermore Chambers of Commerce. Also included are promotional items related to special events, and any miscellaneous items not included elsewhere are budgeted here.

Professional Development

Professional development covers the expenses for transportation, meals, conference registration fees and lodging for attendance at transit conferences, training seminars, workshops and other required business meetings. This category also includes expenses associated with job specific development classes.

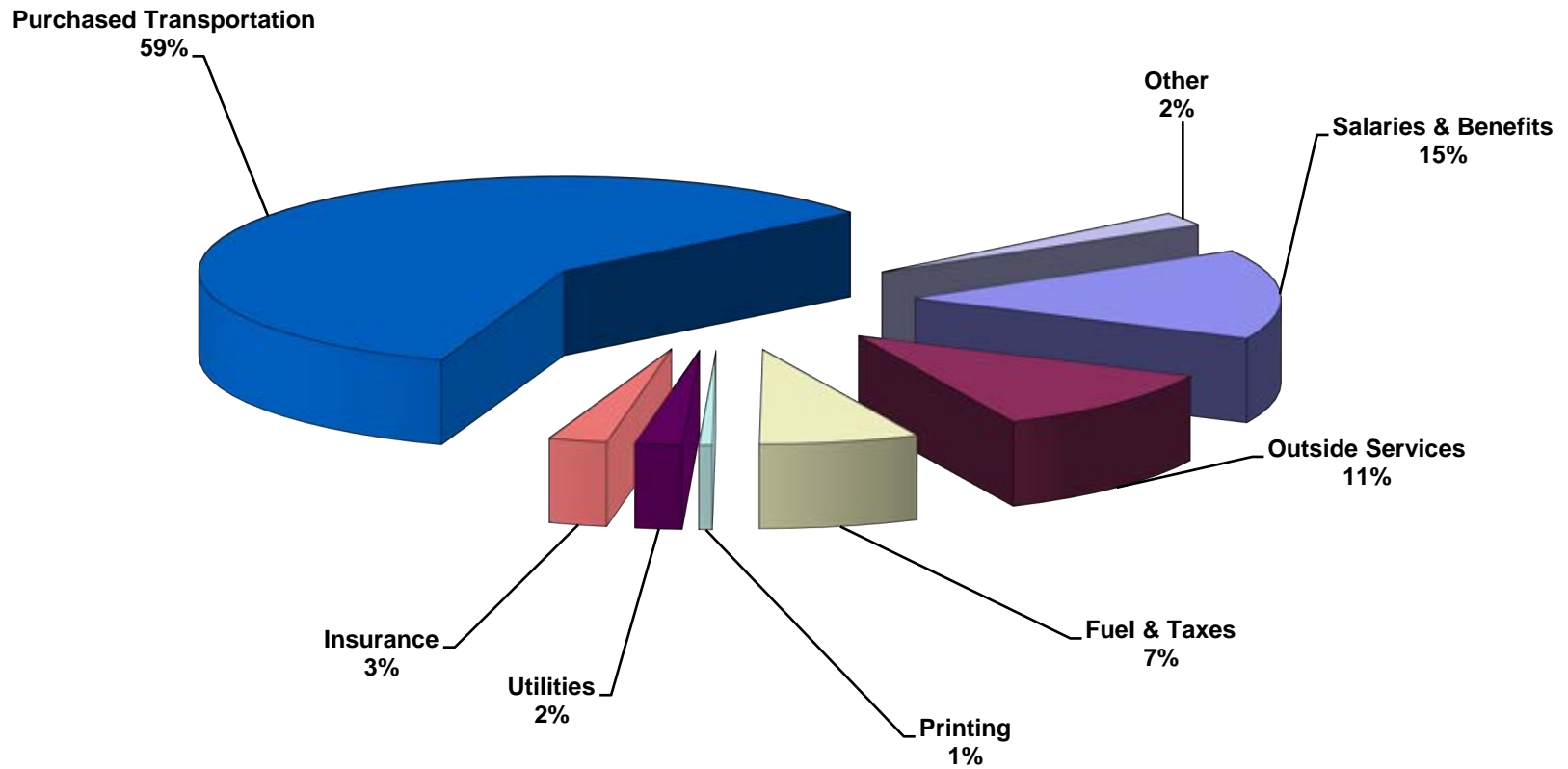
Advertising

The advertising budget includes any advertising done for LAVTA including radio, newspaper, flyers etc.

**LAVTA
FY2025 BUDGET
OPERATING EXPENDITURES**

			GENERAL FUND	PARATRANSIT FUND	Wheels On Demand	TOTAL FY 24	BUDGET FY23	% CHANGE
501	02	Salaries and Wages	\$1,931,412	\$177,507	\$67,640	\$2,176,559	\$1,991,923	9%
502	00	Personnel Benefits	\$1,576,671	\$70,655	\$8,987	\$1,656,313	\$1,479,673	12%
503	00	Professional Services	\$1,424,860	\$171,255	\$1,867	\$1,597,982	\$1,067,817	50%
503	05	Non-Vehicle Maintenance	\$1,068,570	\$102,164	\$0	\$1,170,734	\$851,947	37%
503	99	Communications	\$6,400	\$0	\$0	\$6,400	\$7,000	-9%
504	01	Parts, Fuel and Lubricants	\$1,663,500	\$0	\$0	\$1,663,500	\$2,164,000	-23%
504	03	Non Contracted Vehicle Maintenance	\$90,000	\$0	\$0	\$90,000	\$34,055	164%
504	99	Office/Operating Supplies	\$60,020	(\$17,000)	\$0	\$43,020	\$55,278	-22%
504	99	Printing	\$134,000	\$17,000	\$0	\$151,000	\$77,816	94%
505	00	Utilities	\$489,788	\$31,497	\$0	\$521,285	\$370,399	41%
506	00	Insurance	\$648,917	\$0	\$0	\$648,917	\$650,156	0%
507	99	Taxes and Fees	\$111,868	\$0	\$0	\$111,868	\$229,663	-51%
508	01	Purchased Transportation	\$11,986,359	\$2,564,940	\$200,000	\$14,751,299	\$14,892,011	-1%
509	00	Miscellaneous	\$149,565	\$5,516	\$0	\$155,080	\$162,028	-4%
509	02	Professional Development	\$112,500	\$5,000	\$0	\$117,500	\$69,250	70%
509	08	Advertising	\$174,000	\$0	\$0	\$174,000	\$140,000	24%
TOTAL TRANSIT OPERATIONS AND MAINTENANCE			\$21,628,430	\$3,128,532	\$278,494	\$25,035,456	\$24,243,016	3.3%

OPERATING EXPENDITURES FY 2025



CAPITAL IMPROVEMENT PROGRAM – FY 2025

Please see LAVTA's FY 2025 Capital Budget, Budget Book for details on the projects included in the capital budget.

Department	Request Title	Project Number	Project Total	TDA - 2025	Bridge Tolls - 2025	SGR - 2025	LCTOP - 2025	FTA 5307 - 2025	FTA 5339 - 2025	STIP - 2025	Measure B or BB - 2025	TIRCP - 2025	VRF - 2025	Uncommitted Funding - 2025	Total 2025	Total 2026	Total 2027	Total 2028
Capital Program	Transit Capital		\$100,000.00	\$100,000.00											\$100,000.00			
	Transit Signal Priority Upgrade & Expansion		\$2,790,000.00	\$95,000.00	\$2,695,000.00										\$2,790,000.00			
	Atlantis Facility Construction		\$83,726,397.00	\$12,873,446.00			\$669,768.00	\$480,318.00			\$3,000,000.00			\$59,305,850.00	\$76,329,382.00	\$703,256.00	\$738,419.00	\$5,955,340.00
	Livermore Transit Center Rehabilitation & Improvement		\$411,056.00	\$123,317.00				\$287,739.00							\$411,056.00			
	Communication Devices for Replacement Vehicles		\$50,160.00	\$10,032.00				\$40,128.00							\$50,160.00			
	Fareboxes for Replacement Vehicles		\$256,488.00	\$51,298.00				\$205,190.00							\$256,488.00			
	AVLs for Replacement Vehicles		\$415,536.00	\$83,107.00				\$332,429.00							\$415,536.00			
	Replace (8) 40' Buses-Hybrid		\$7,033,250.00	\$1,406,650.00				\$5,626,600.00							\$7,033,250.00			
	Replace (4) 40' Buses-Fuel Cell		\$5,056,125.00	\$879,610.00		\$131,715.00		\$2,724,834.00	\$1,319,966.00						\$5,056,125.00			
	Rutan Office Space Expansion		\$25,000.00	\$25,000.00											\$25,000.00			
	Atlantis Hydrogen Fueling Station		\$12,714,063.00	\$1,917,037.00			\$625,776.00	\$10,171,250.00							\$12,714,063.00			
	Network infrastructure components		\$25,000.00	\$25,000.00											\$25,000.00			
	Passenger facilities enhancements (LLNL, BART, Las Positas)		\$2,863,000.00	\$863,000.00				\$2,000,000.00							\$2,863,000.00			
	Network fiber switches.		\$20,000.00	\$20,000.00											\$20,000.00			
	Electronic door lock		\$5,500.00	\$5,500.00											\$5,500.00			
	Fleet - wi-fi routers.		\$440,000.00	\$440,000.00											\$440,000.00			
	Bus Wash refurbishment		\$150,000.00	\$150,000.00											\$150,000.00			
	BAE Drive motors		\$90,000.00	\$90,000.00											\$90,000.00			
	Fleet Engine replacement.		\$220,000.00	\$220,000.00											\$220,000.00			
	Hybrid Battery Replacements		\$955,190.00	\$62,500.00				\$250,000.00							\$312,500.00	\$312,500.00	\$330,190.00	
	Genfare Vault and SaaS		\$63,000.00	\$63,000.00											\$63,000.00			
	Bus Transmission / hybrid drive replacements		\$90,000.00	\$90,000.00											\$90,000.00			
	Replacement parts washer for Maintenace		\$15,000.00	\$15,000.00											\$15,000.00			
	Rutan Restroom Rehabilitation		\$72,000.00	\$72,000.00											\$72,000.00			
	Rutan Arc Flash Study		\$23,700.00	\$23,700.00											\$23,700.00			
	Rutan Hydrogen Retrofit Project		\$1,475,135.00				\$944,976.00	\$530,159.00							\$1,475,135.00			
	Rapid Bus Stop Improvements 10R and 30R		\$2,300,000.00		\$230,000.00										\$230,000.00	\$2,070,000.00		
	Atlantis DVR and Camera Replacement		\$100,000.00	\$50,000.00											\$50,000.00			
	Rutan Video Surveillance repairs and upgrades		\$35,000.00	\$35,000.00											\$35,000.00			
	Dispatch Office Renovation		\$50,000.00	\$50,000.00											\$50,000.00			
Total Capital Program			\$121,570,600.00	\$19,839,197.00	\$2,925,000.00	\$131,715.00	\$2,240,520.00	\$22,648,647.00	\$1,319,966.00	\$0.00	\$3,000,000.00	\$0.00	\$0.00	\$59,305,850.00	\$111,410,895.00	\$3,085,756.00	\$1,068,609.00	\$5,955,340.00
Total Funding Sources			\$121,570,600.00	\$19,839,197.00	\$2,925,000.00	\$131,715.00	\$2,240,520.00	\$22,648,647.00	\$1,319,966.00	\$0.00	\$3,000,000.00	\$0.00	\$0.00	\$59,305,850.00	\$111,410,895.00	\$3,085,756.00	\$1,068,609.00	\$5,955,340.00



Livermore Amador Valley Transit Authority FY 2025 Capital Budget





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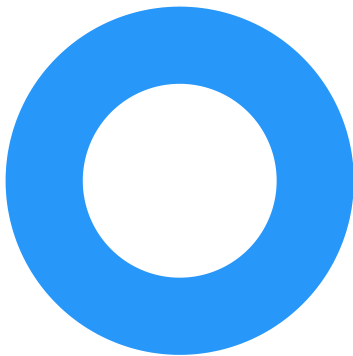
CAPITAL IMPROVEMENTS

Capital Improvements: One-year Plan

Total Capital Requested
\$111,435,895

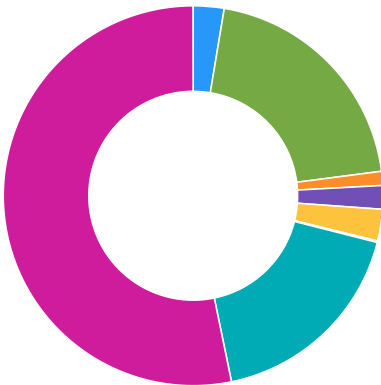
30 Capital Improvement Projects

Total Funding Requested by Department



● Capital Program (100%)
TOTAL \$111,435,895.00

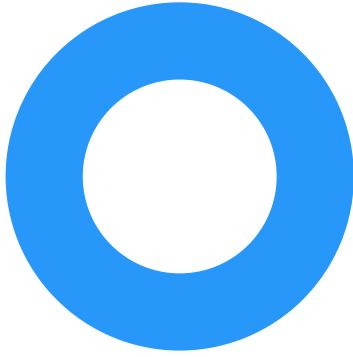
Total Funding Requested by Source



● Bridge Tolls (3%)	\$2,925,000.00
● FTA 5307 (20%)	\$22,648,647.00
● FTA 5339 (1%)	\$1,319,966.00
● LCTOP (2%)	\$2,240,520.00
● Measure B or BB (3%)	\$3,000,000.00
● SGR (0%)	\$131,715.00
● TDA (18%)	\$19,839,197.00
● Uncommitted Funding (53%)	\$59,305,850.00
TOTAL	\$111,410,895.00



Capital Costs Breakdown



● Capital Costs (100%)

TOTAL

\$111,435,895.00

\$111,435,895.00

Cost Savings & Revenue Breakdown

There's no data for building chart

Capital Program Requests

Itemized Requests for 2025

Atlantis DVR and Camera Replacement \$50,000

This project replaces the network video recorder and associated cameras at the Atlantis Facility which are 15 years old, have recently failed and are no longer capturing security footage.

Atlantis Facility Construction \$76,329,382

Construct necessary facility improvements at the Atlantis Maintenance Facility to replace existing aging, insufficient facilities near the end of their useful life and accommodate its transition to and future expansion of a 100% Fuel...

Atlantis Hydrogen Fueling Station \$12,714,063

This project will construct a hydrogen fueling station at LAVTA's Atlantis Facility; the fueling station will be built by 2026, in time to support the deployment of LAVTA's first hydrogen fuel-cell bus fleet. The fueling station has been...

AVLs for Replacement Vehicles \$415,536

Purchase 12 Automatic Vehicle Locator (AVL) Systems for replacement buses.

BAE Drive motors \$90,000

As part of our contractual agreement with MV Transportation, the agency is responsible for paying for certain high value items when they fail on the buses. The drive motors, the devices that cause the bus to move, are in that category. BAE is the...

Bus Transmission / hybrid drive replacements \$90,000

Much like the drive motors, as part of our contractual agreement with MV Transportation, the agency is responsible for paying for certain high-value items when they fail on the buses. The Allison transmission or, as is the case with hybrid vehicle...

Bus Wash refurbishment \$150,000

The bus wash units are used daily to maintain the high standard of cleanliness the agency has regarding its buses. The bus wash units at both facilities are becoming more unreliable. The unit at our Rutan facility was installed in 2009 and the...

Communication Devices for Replacement Vehicles \$50,160

Purchase Radios and or Cell based Routers for 12 replacement buses

Dispatch Office Renovation \$50,000

Renovation of the Operations Dispatch office, including removal of existing flooring and installation of high-quality vinyl flooring. Also includes the installation of a new partition to create separate workspaces to enhance privacy.

Electronic door lock \$5,500

In fiscal year 2024, the agency deployed several new technologies to increase building security. One of those technologies was electronic door locks at the Rutan facility. Unfortunately, the doors between the agency hall and the bathrooms as well...

Fareboxes for Replacement Vehicles \$256,488

Purchase Fareboxes for 12 replacement vehicles

Fleet - wi-fi routers. \$440,000

As the tech industry continues to evolve, real-time location and communication with the agency's fleet has become much more important. The agency has found that the public has moved from paper schedules and phone calls and moved towards trip...



Fleet Engine replacement.	\$220,000
Much like the drive motors and hybrid drive units, as part of our contractual agreement with MV Transportation, the agency is responsible for paying for certain high value items when they fail on the buses. The engines are included in this...	
Genfare Vault and SaaS	\$63,000
The Genfare vault, probes and server infrastructure are all parts of a system that securely captures the funds on the fleet and then stores those funds that are removed from the bus fareboxes daily. This system, and in particular the vault and...	
Hybrid Battery Replacements	\$312,500
Like the drive motors, hybrid drive units, and engines, as part of our contractual agreement with MV Transportation, the agency is responsible for paying for certain high value items when they fail on the buses. The hybrid drive batteries are...	
Livermore Transit Center Rehabilitation & Improvement	\$411,056
The Livermore Transit Center Rehabilitation and Improvement Project will address a significant backlog of deferred maintenance and safety enhancement needs at LAVTA's most-used passenger facility on its property, including replacement and...	
Network fiber switches.	\$20,000
The agency's remaining network and server infrastructure is virtual. This virtual environment will always need to exist. Virtual servers rely on fiber switches in order to communicate with each other, the storage area network devices (SAN)...	
Network infrastructure components	\$25,000
These funds will be used to replace any component of the agency network that fails during the fiscal year.	
Passenger facilities enhancements (LLNL, BART, Las Positas)	\$2,863,000
BART, Las Positas and LLNL improvements FTA Funded TO for design by end of April KH Construction by end of 2025 In the cities of Dublin and Livermore, construct transit Passenger Facilities Enhancements at three...	
Rapid Bus Stop Improvements 10R and 30R	\$230,000
The purpose of the LAVTA Rapid Bus Stop Improvement Project is to construct and install Rapid signage (both real-time bus arrival digital signs and other signage in display cases), shelters, benches, trash receptacles, and other passenger...	
Replace (4) 40' Buses-Fuel Cell	\$5,056,125
Replace four 40' Hybrid buses with 4 40' Fuel Cell Buses	
Replace (8) 40' Buses-Hybrid	\$7,033,250
Purchase 8 40' Hybrid replacement vehicles if required, FCEB if possible.	
Replacement parts washer for Maintenance	\$15,000
The agency supplied infrastructure for maintaining the buses, including a hot water and environmentally friendly chemical solution-based parts washer. The current parts washer has been in service since 2009 and has recently failed. This project...	
Rutan Arc Flash Study	\$23,700
Recently, the agency was made aware that the Rutan facility's electrical equipment does not possess arc flash labels per current NFPA 70E and OSHA requirements. This leaves the agency at risk should someone be injured due to such an event...	
Rutan Hydrogen Retrofit Project	\$1,475,135
This project will construct the necessary safety equipment needed to perform maintenance on hydrogen fuel-cell buses at LAVTA's Rutan facility. Until the Atlantis Maintenance Facility is fully constructed, LAVTA needs to bridge the...	



Rutan Office Space Expansion**\$50,000**

LAVTA has run out of office space for employees and interns. This project will onboard an outside consultant to evaluate and make recommendations on locations for additional office space that will be constructed in FY26.

Rutan Restroom Rehabilitation**\$72,000**

This project will replace all the toilets at the Rutan facility for a total of 6 bathrooms, with 10 toilets, 6 urinals, replacing the tile as required. This will be for both the operations, maintenance and administrative sides of the building.

Rutan Video Surveillance repairs and upgrades**\$35,000**

The agency's video surveillance system at Rutan has several cameras that have failed, some that are old with poor video resolution and there are some very large areas of the facility with blind spots. This project will involve replacing the...

Transit Capital**\$100,000**

The funds associated with this line item will be used to cover miscellaneous projects that come up throughout the year.

Transit Signal Priority Upgrade & Expansion**\$2,790,000**

LAVTA will replace its existing GPS-Based Transit Signal Priority (TSP) system encompassing 67 intersections located within its service area in Dublin (26 intersections), Pleasanton (8 intersections), and Livermore (33 intersections) to a...

Total: \$111,435,895

APPENDIX



CAPITAL PROGRAM REQUESTS

Atlantis DVR and Camera Replacement

Overview

Request Owner	Dave Massa, Capital Projects Manager
Est. Start Date	08/05/2024
Est. Completion Date	09/06/2024
Department	Capital Program
Request Groups	Dave Massa
Type	Capital Improvement

Description

This project replaces the network video recorder and associated cameras at the Atlantis Facility which are 15 years old, have recently failed and are no longer capturing security footage.

Details

Type of Project	Replacement
-----------------	-------------

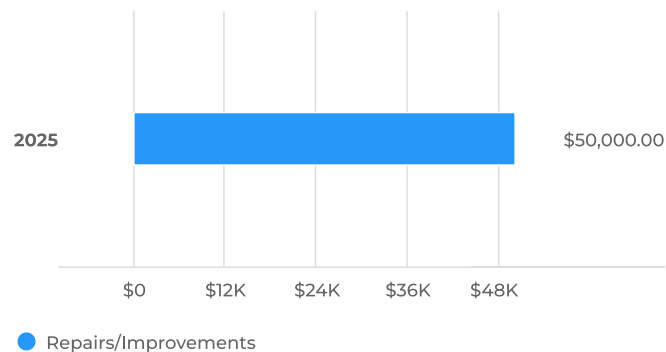
Location



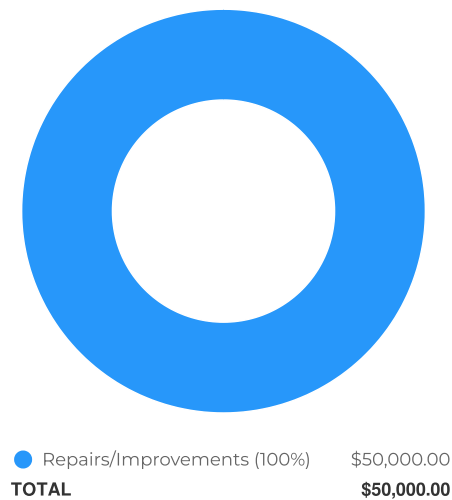
Capital Cost

Total To Date	FY2025 Budget	Total Budget (all years)	Project Total
\$50,000	\$50,000	\$50K	\$100K

Capital Cost by Year



Capital Cost for Budgeted Years

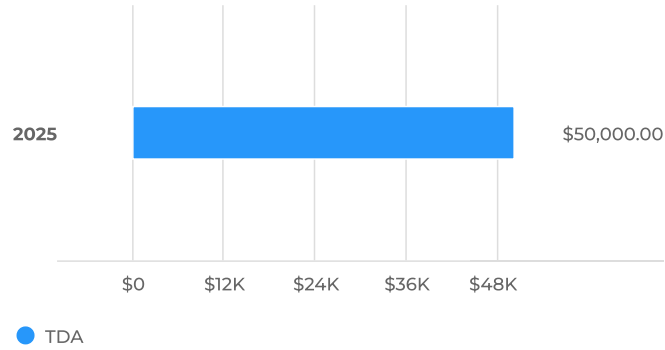


Capital Cost Breakdown			
Capital Cost	To Date	FY2025	Total
Repairs/Improvements	\$50,000	\$50,000	\$100,000
Total	\$50,000	\$50,000	\$100,000

Funding Sources

Total To Date	FY2025 Budget	Total Budget (all years)	Project Total
\$50,000	\$50,000	\$50K	\$100K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown			
Funding Sources	To Date	FY2025	Total
TDA	\$50,000	\$50,000	\$100,000
Total	\$50,000	\$50,000	\$100,000

Atlantis Facility Construction

Overview

Request Owner	Jennifer Yeamans, Awesome rockstar
Est. Start Date	07/01/2024
Est. Completion Date	12/31/2031
Department	Capital Program
Request Groups	Christy Wegener, Jennifer Yeamans, Dave Massa
Type	Capital Improvement

Description

Construct necessary facility improvements at the Atlantis Maintenance Facility to replace existing aging, insufficient facilities near the end of their useful life and accommodate its transition to and future expansion of a 100% Fuel Cell Electric Bus (FCEB) fleet. Construction scope will include a 34,000-square-foot maintenance building, a 22,000-square-foot administration and operations building, related sitework and electrical improvements, and landscaping.

Details

Type of Project	New Construction
-----------------	------------------

Supplemental Attachments

 Budget Backup Info -- funding by phase and source(/resource/cleargov-prod/projects/documents/19031b3ab80157adce72.xlsx)

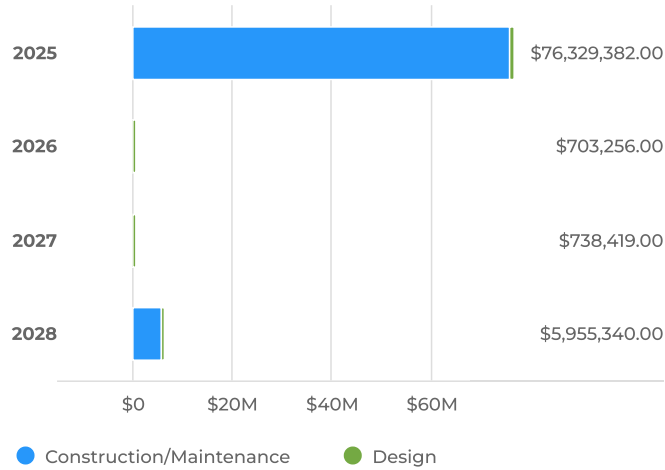
Capital Cost

FY2025 Budget
\$76,329,382

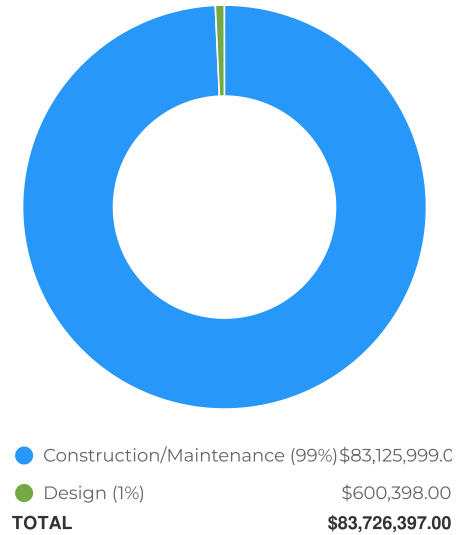
Total Budget (all years)
\$83.726M

Project Total
\$83.726M

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

Capital Cost	FY2025	FY2026	FY2027	FY2028	Total
Design	\$600,398				\$600,398
Construction/Maintenance	\$75,728,984	\$703,256	\$738,419	\$5,955,340	\$83,125,999
Total	\$76,329,382	\$703,256	\$738,419	\$5,955,340	\$83,726,397

Funding Sources

FY2025 Budget

\$76,329,382

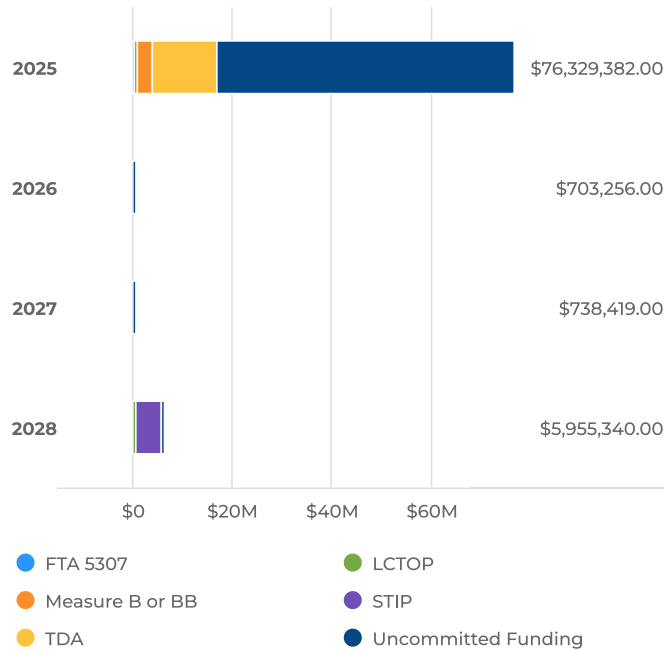
Total Budget (all years)

\$83.726M

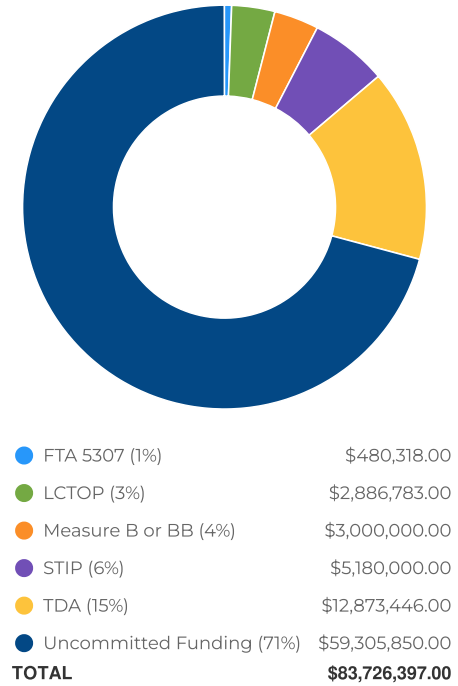
Project Total

\$83.726M

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2025	FY2026	FY2027	FY2028	Total
TDA	\$12,873,446				\$12,873,446
LCTOP	\$669,768	\$703,256	\$738,419	\$775,340	\$2,886,783
FTA 5307	\$480,318				\$480,318
STIP				\$5,180,000	\$5,180,000
Measure B or BB	\$3,000,000				\$3,000,000
Uncommitted Funding	\$59,305,850				\$59,305,850
Total	\$76,329,382	\$703,256	\$738,419	\$5,955,340	\$83,726,397



Atlantis Hydrogen Fueling Station

Overview

Request Owner	Dave Massa, Capital Projects Manager
Est. Start Date	07/01/2024
Est. Completion Date	06/30/2026
Department	Capital Program
Request Groups	Dave Massa
Type	Capital Improvement

Description

This project will construct a hydrogen fueling station at LAVTA's Atlantis Facility; the fueling station will be built by 2026, in time to support the deployment of LAVTA's first hydrogen fuel-cell bus fleet. The fueling station has been designed with up to two tanks that would support fueling the full fleet of LAVTA fixed route buses once the Agency fully transitions to hydrogen.

Details

Type of Project New Construction

Location



Supplemental Attachments

 Budget Backup Info -- funding by phase and source(/resource/cleargov-prod/projects/documents/a21c22e9b7f2553799a8.xlsx)

Capital Cost

FY2025 Budget

\$12,714,063

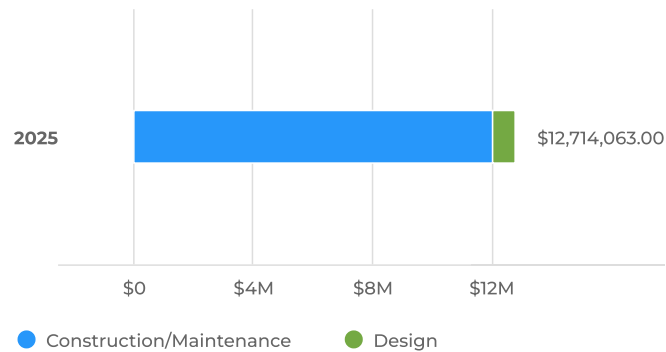
Total Budget (all years)

\$12.714M

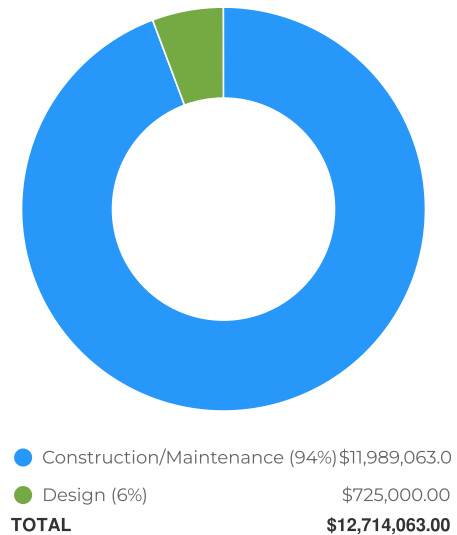
Project Total

\$12.714M

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

Capital Cost	To Date	FY2025	Total
Design		\$725,000	\$725,000
Construction/Maintenance	\$0	\$11,989,063	\$11,989,063
Total	\$0	\$12,714,063	\$12,714,063

Funding Sources

FY2025 Budget

\$12,714,063

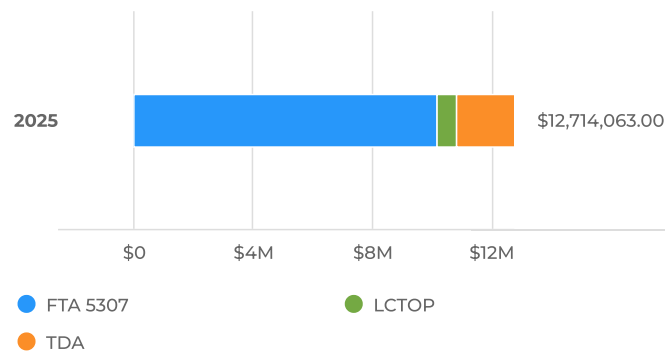
Total Budget (all years)

\$12.714M

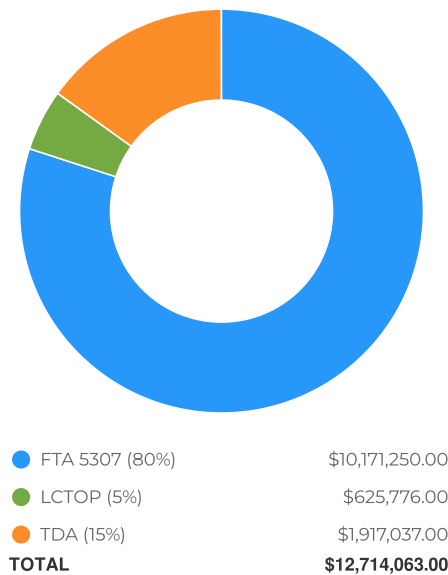
Project Total

\$12.714M

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	To Date	FY2025	Total
TDA	\$0	\$1,917,037	\$1,917,037
LCTOP		\$625,776	\$625,776
FTA 5307		\$10,171,250	\$10,171,250
Total	\$0	\$12,714,063	\$12,714,063



AVLs for Replacement Vehicles

Overview

Request Owner	Dave Massa, Capital Projects Manager
Est. Start Date	07/01/2024
Est. Completion Date	06/30/2026
Department	Capital Program
Request Groups	Jennifer Yeamans, Dave Massa
Type	Capital Equipment

Description

Purchase 12 Automatic Vehicle Locator (AVL) Systems for replacement buses.

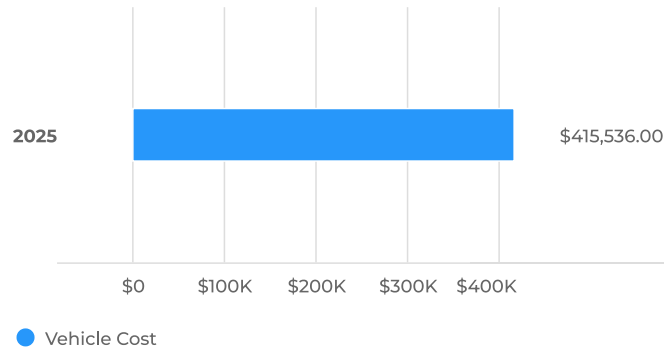
Details

New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	12
Vehicle type	40' Bus Hydrogen, 40' Bus Hybrid

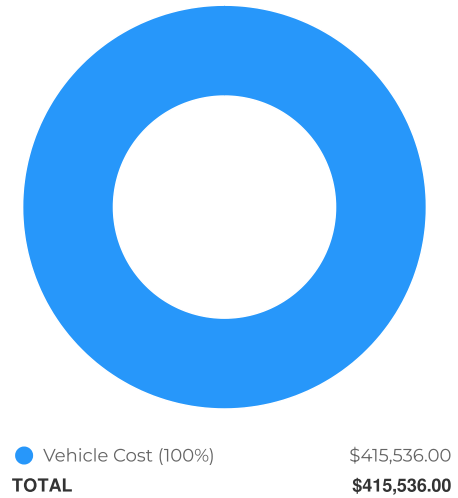
Capital Cost

FY2025 Budget	Total Budget (all years)	Project Total
\$415,536	\$415.536K	\$415.536K

Capital Cost by Year



Capital Cost for Budgeted Years

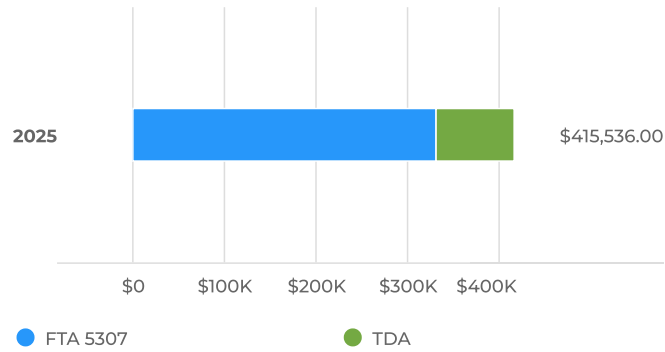


Capital Cost Breakdown		
Capital Cost	FY2025	Total
Vehicle Cost	\$415,536	\$415,536
Total	\$415,536	\$415,536

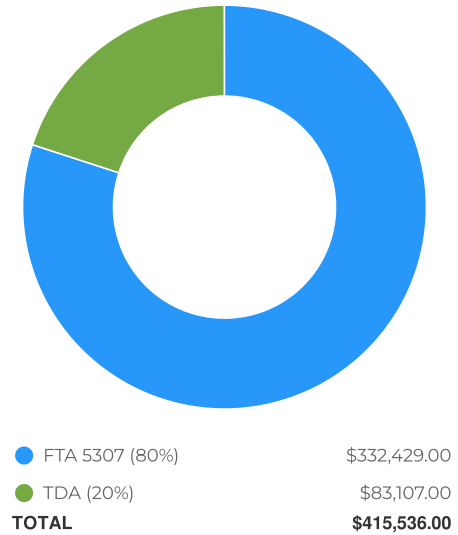
Funding Sources

FY2025 Budget	Total Budget (all years)	Project Total
\$415,536	\$415.536K	\$415.536K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown		
Funding Sources	FY2025	Total
TDA	\$83,107	\$83,107
FTA 5307	\$332,429	\$332,429
Total	\$415,536	\$415,536

BAE Drive motors

Overview

Request Owner	Dave Massa, Capital Projects Manager
Est. Start Date	07/01/2024
Est. Completion Date	06/30/2025
Department	Capital Program
Request Groups	Mike Tobin, Dave Massa
Type	Capital Improvement

Description

As part of our contractual agreement with MV Transportation, the agency is responsible for paying for certain high value items when they fail on the buses. The drive motors, the devices that cause the bus to move, are in that category. BAE is the manufacturer of the drive motors in 30 of our 2016-17 fleet. In the past two years the agency has replaced 4 drive motors. As the buses age, that number is expected to increase. These funds will be used to replace the drive motors that fail throughout fiscal year 2025.

Details

Type of Project	Refurbishment
-----------------	---------------

Location



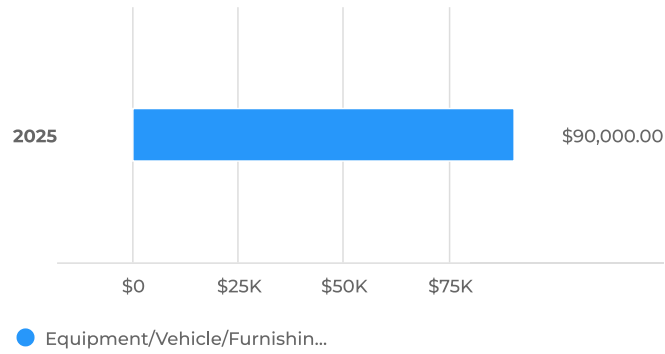
Capital Cost

FY2025 Budget
\$90,000

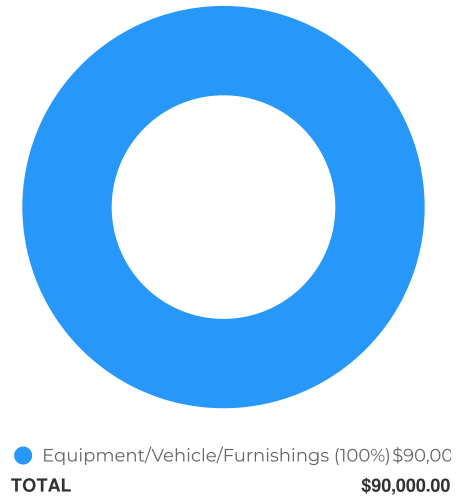
Total Budget (all years)
\$90K

Project Total
\$90K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown		
Capital Cost	FY2025	Total
Equipment/Vehicle/Furnishings	\$90,000	\$90,000
Total	\$90,000	\$90,000

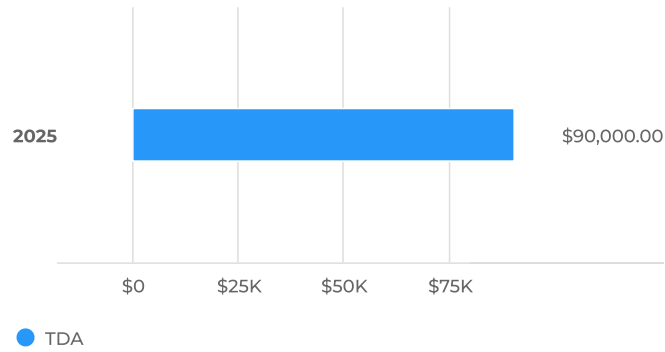
Funding Sources

FY2025 Budget
\$90,000

Total Budget (all years)
\$90K

Project Total
\$90K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown			
Funding Sources	To Date	FY2025	Total
TDA	\$0	\$90,000	\$90,000
Total	\$0	\$90,000	\$90,000

Bus Transmission / hybrid drive replacements

Overview

Request Owner	Dave Massa, Capital Projects Manager
Est. Start Date	07/01/2024
Est. Completion Date	06/30/2025
Department	Capital Program
Request Groups	Dave Massa
Type	Capital Improvement

Description

Much like the drive motors, as part of our contractual agreement with MV Transportation, the agency is responsible for paying for certain high-value items when they fail on the buses. The Allison transmission or, as is the case with hybrid vehicle the hybrid drive, are in that category. Allison is the manufacturer of the hybrid drive in 30 of our 2011-17 fleet. In the past two years, the agency has replaced 3 Allison hybrid drive units. As the buses age, that number is expected to increase. These funds will be used to replace the hybrid drive units that fail throughout fiscal year 2025.

Details

Type of Project	Refurbishment
-----------------	---------------

Location



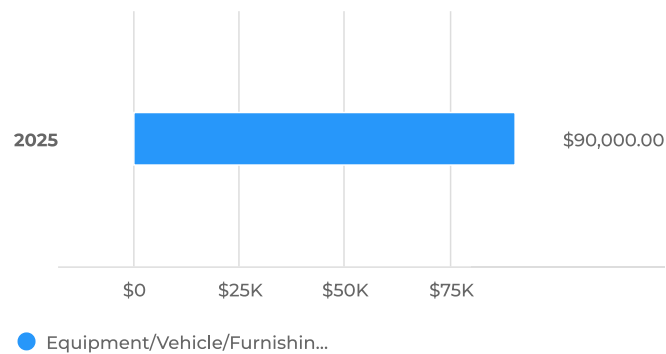
Capital Cost

FY2025 Budget
\$90,000

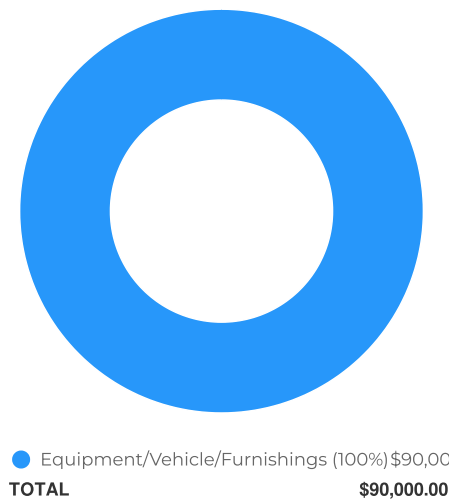
Total Budget (all years)
\$90K

Project Total
\$90K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown		
Capital Cost	FY2025	Total
Equipment/Vehicle/Furnishings	\$90,000	\$90,000
Total	\$90,000	\$90,000

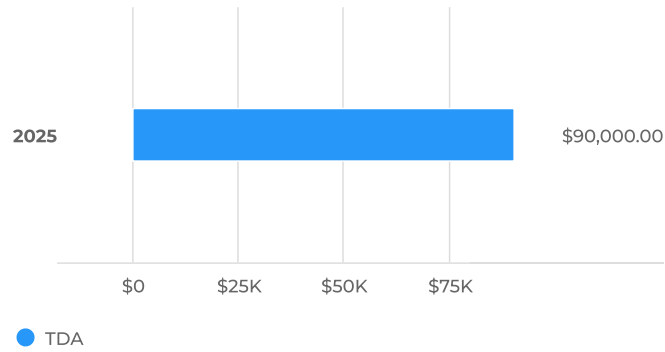
Funding Sources

FY2025 Budget
\$90,000

Total Budget (all years)
\$90K

Project Total
\$90K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown			
Funding Sources	To Date	FY2025	Total
TDA	\$0	\$90,000	\$90,000
Total	\$0	\$90,000	\$90,000

Bus Wash refurbishment

Overview

Request Owner	Dave Massa, Capital Projects Manager
Est. Start Date	07/01/2024
Est. Completion Date	12/31/2024
Department	Capital Program
Request Groups	Mike Tobin, Dave Massa
Type	Capital Improvement

Description

The bus wash units are used daily to maintain the high standard of cleanliness the agency has regarding its buses. The bus wash units at both facilities are becoming more unreliable. The unit at our Rutan facility was installed in 2009 and the Atlantis facility in approximately 2012. These funds are going to be used to repair and refurbish both bus wash units to increase their reliability.

Details

Type of Project	Refurbishment
-----------------	---------------

Location



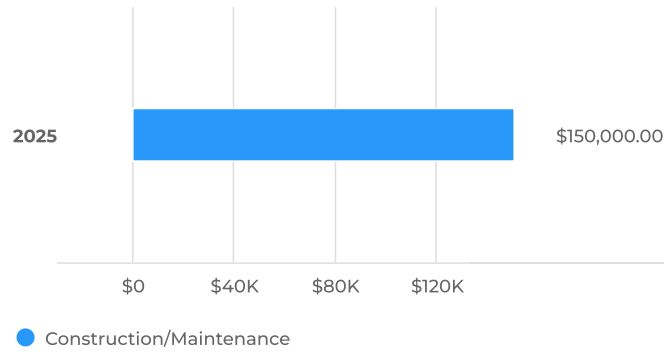
Capital Cost

FY2025 Budget
\$150,000

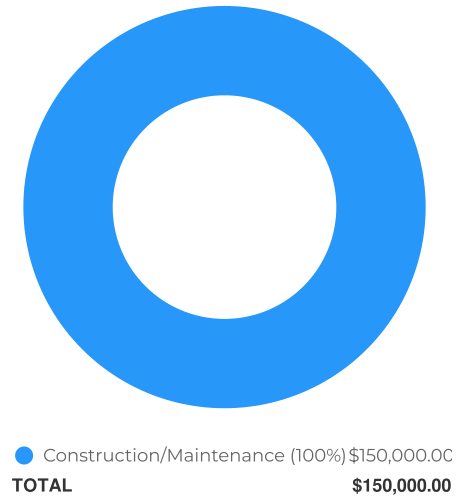
Total Budget (all years)
\$150K

Project Total
\$150K

Capital Cost by Year



Capital Cost for Budgeted Years

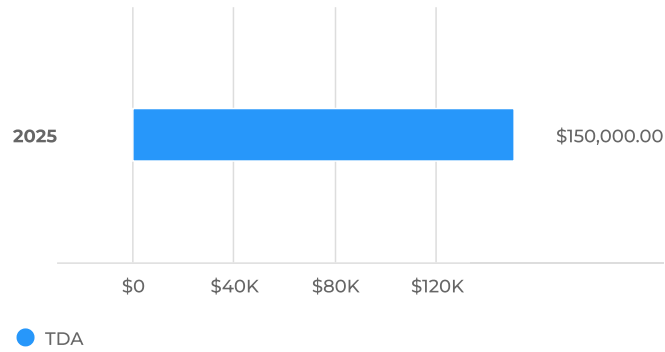


Capital Cost Breakdown			
Capital Cost	To Date	FY2025	Total
Construction/Maintenance	\$0	\$150,000	\$150,000
Total	\$0	\$150,000	\$150,000

Funding Sources

FY2025 Budget	Total Budget (all years)	Project Total
\$150,000	\$150K	\$150K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown			
Funding Sources	To Date	FY2025	Total
TDA	\$0	\$150,000	\$150,000
Total	\$0	\$150,000	\$150,000

Communication Devices for Replacement Vehicles

Overview

Request Owner	Dave Massa, Capital Projects Manager
Est. Start Date	07/01/2024
Est. Completion Date	06/30/2026
Department	Capital Program
Request Groups	Dave Massa, Jennifer Yeamans
Type	Capital Equipment

Description

Purchase Radios and or Cell based Routers for 12 replacement buses

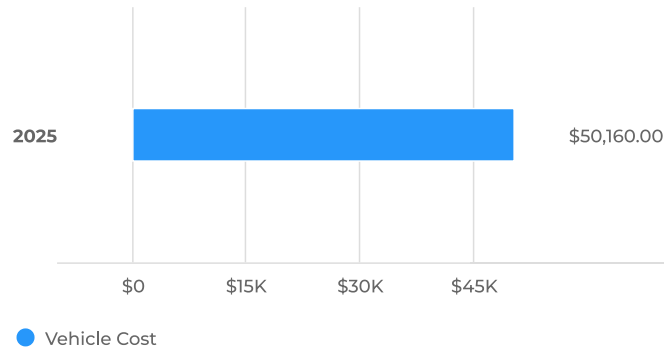
Details

New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	12
Vehicle type	40' Bus Hydrogen, 40' Bus Hybrid

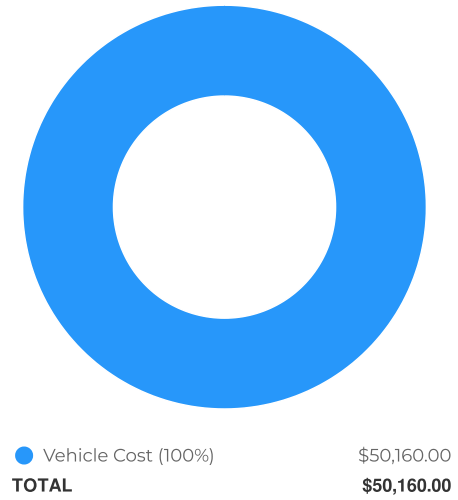
Capital Cost

FY2025 Budget	Total Budget (all years)	Project Total
\$50,160	\$50.16K	\$50.16K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown		
Capital Cost	FY2025	Total
Vehicle Cost	\$50,160	\$50,160
Total	\$50,160	\$50,160

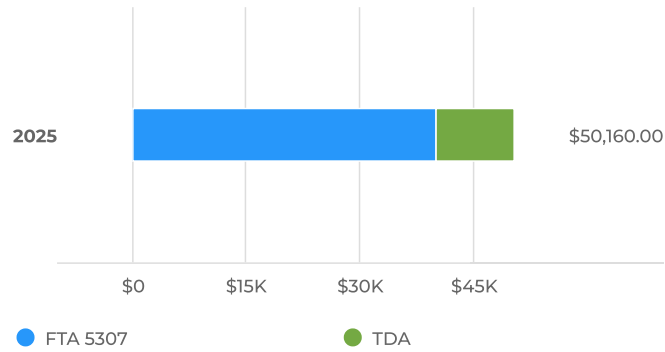
Funding Sources

FY2025 Budget
\$50,160

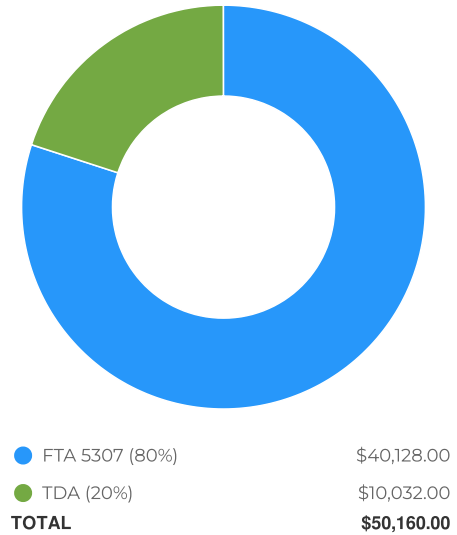
Total Budget (all years)
\$50.16K

Project Total
\$50.16K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2025	Total
TDA	\$10,032	\$10,032
FTA 5307	\$40,128	\$40,128
Total	\$50,160	\$50,160

Dispatch Office Renovation

Overview

Request Owner	Michael Tobin, Director of Operations
Est. Start Date	07/08/2024
Est. Completion Date	09/30/2024
Department	Capital Program
Request Groups	Mike Tobin
Type	Capital Improvement

Description

Renovation of the Operations Dispatch office, including removal of existing flooring and installation of high-quality vinyl flooring. Also includes the installation of a new partition to create separate workspaces to enhance privacy.

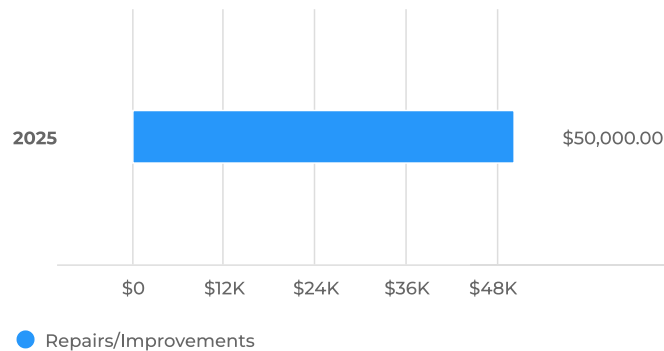
Details

Type of Project	Refurbishment
-----------------	---------------

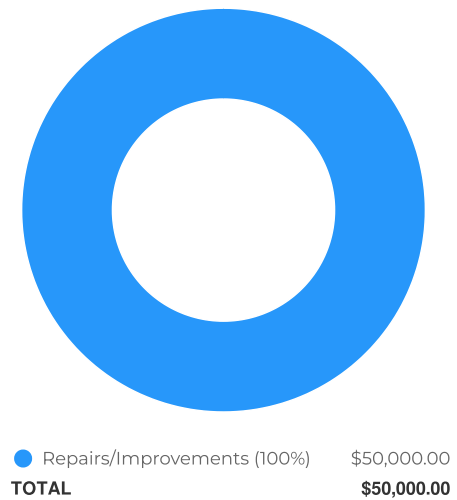
Capital Cost

FY2025 Budget	Total Budget (all years)	Project Total
\$50,000	\$50K	\$50K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown		
Capital Cost	FY2025	Total
Repairs/Improvements	\$50,000	\$50,000
Total	\$50,000	\$50,000



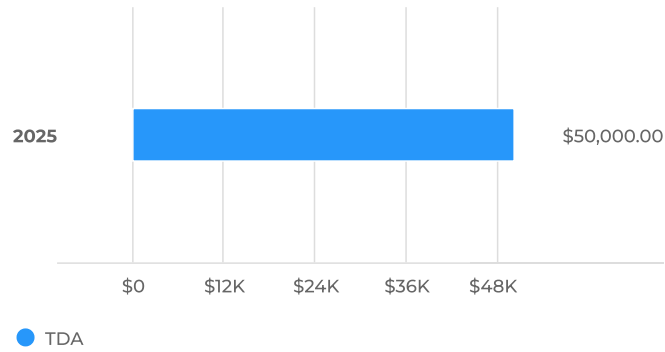
Funding Sources

FY2025 Budget
\$50,000

Total Budget (all years)
\$50K

Project Total
\$50K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown		
Funding Sources	FY2025	Total
TDA	\$50,000	\$50,000
Total	\$50,000	\$50,000

Electronic door lock

Overview

Request Owner	Dave Massa, Capital Projects Manager
Est. Start Date	07/01/2024
Est. Completion Date	06/30/2025
Department	Capital Program
Request Groups	Mike Tobin, Dave Massa
Type	Capital Equipment

Description

In fiscal year 2024, the agency deployed several new technologies to increase building security. One of those technologies was electronic door locks at the Rutan facility. Unfortunately, the doors between the agency hall and the bathrooms as well as the hallway to the Boardroom were overlooked. Since these are highly trafficked public areas, it is important that we deploy this last lock as soon as possible. These funds will be used to have the door locks installed and configured.

Details

New Purchase or Replacement	New
-----------------------------	-----

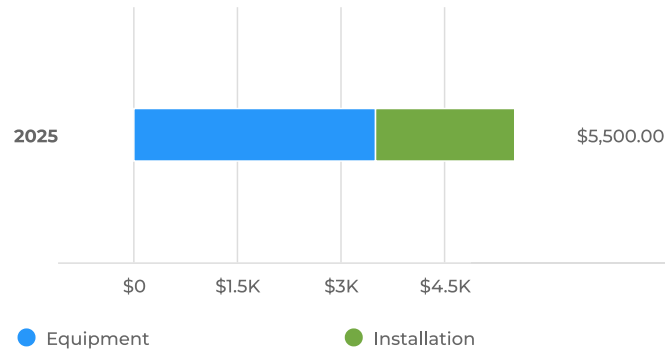
Capital Cost

FY2025 Budget
\$5,500

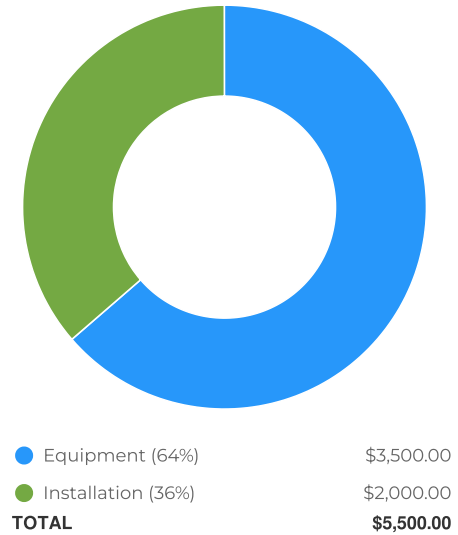
Total Budget (all years)
\$5.5K

Project Total
\$5.5K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown			
Capital Cost	To Date	FY2025	Total
Equipment	\$0	\$3,500	\$3,500
Installation	\$0	\$2,000	\$2,000
Total	\$0	\$5,500	\$5,500

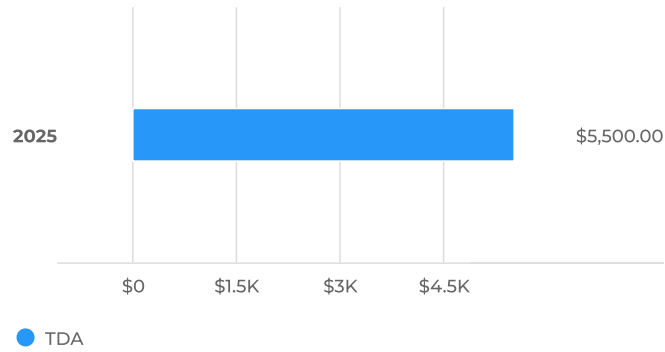
Funding Sources

FY2025 Budget
\$5,500

Total Budget (all years)
\$5.5K

Project Total
\$5.5K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown			
Funding Sources	To Date	FY2025	Total
TDA	\$0	\$5,500	\$5,500
Total	\$0	\$5,500	\$5,500

Fareboxes for Replacement Vehicles

Overview

Request Owner	Dave Massa, Capital Projects Manager
Est. Start Date	07/01/2024
Est. Completion Date	06/30/2026
Department	Capital Program
Request Groups	Dave Massa, Jennifer Yeamans
Type	Capital Equipment

Description

Purchase Fareboxes for 12 replacement vehicles

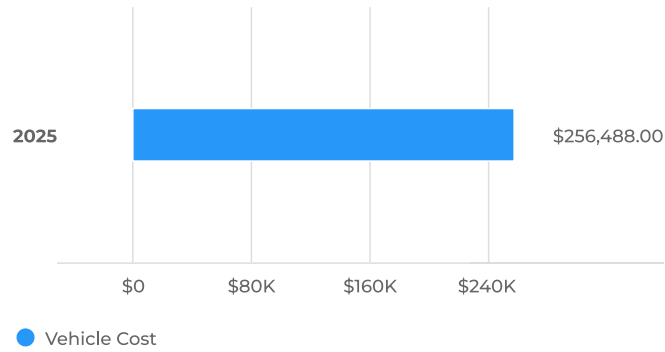
Details

New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	12
Vehicle type	40' Bus Hydrogen, 40' Bus Hybrid

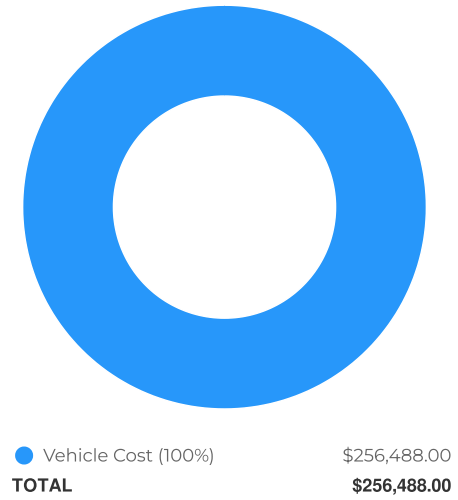
Capital Cost

FY2025 Budget	Total Budget (all years)	Project Total
\$256,488	\$256.488K	\$256.488K

Capital Cost by Year



Capital Cost for Budgeted Years

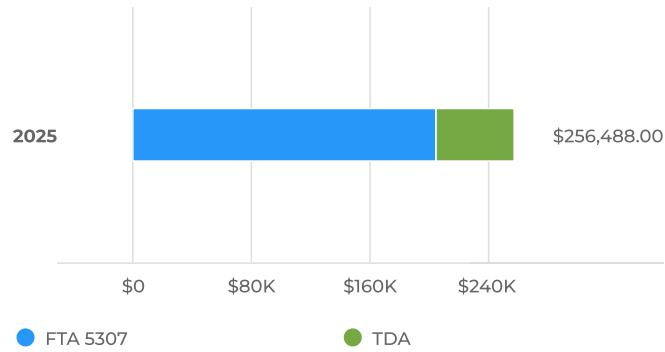


Capital Cost Breakdown		
Capital Cost	FY2025	Total
Vehicle Cost	\$256,488	\$256,488
Total	\$256,488	\$256,488

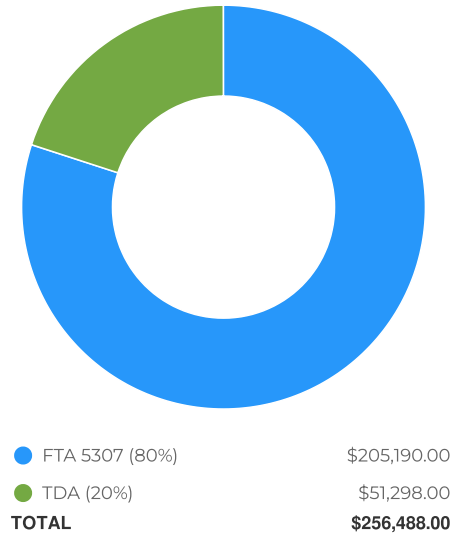
Funding Sources

FY2025 Budget	Total Budget (all years)	Project Total
\$256,488	\$256.488K	\$256.488K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown		
Funding Sources	FY2025	Total
TDA	\$51,298	\$51,298
FTA 5307	\$205,190	\$205,190
Total	\$256,488	\$256,488

Fleet - wi-fi routers.

Overview

Request Owner	Dave Massa, Capital Projects Manager
Est. Start Date	07/01/2024
Est. Completion Date	06/30/2025
Department	Capital Program
Request Groups	Mike Tobin, Dave Massa
Type	Capital Improvement

Description

As the tech industry continues to evolve, real-time location and communication with the agency's fleet has become much more important. The agency has found that the public has moved from paper schedules and phone calls and moved towards trip planning apps. These apps demand a much more robust real-time location and communication with the agency's fleet to provide accurate information. To meet these demands, the agency will need to replace our radio-based system with cell-based communication. We are also planning to deploy a cloud based TSP solution which will require cell-based communication. This project will involve replacing the radios and integrating the new technology into our current Vontas AVL system now and the future clousbased TSP provider at a later date.

Details

Type of Project Other improvement

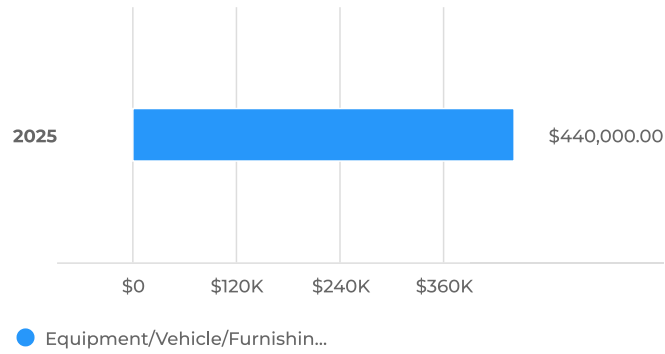
Location



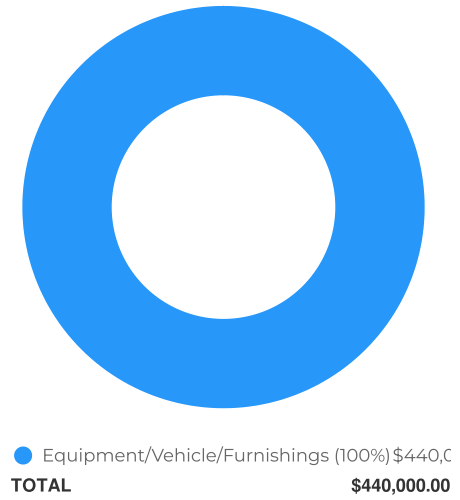
Capital Cost

FY2025 Budget	Total Budget (all years)	Project Total
\$440,000	\$440K	\$440K

Capital Cost by Year



Capital Cost for Budgeted Years

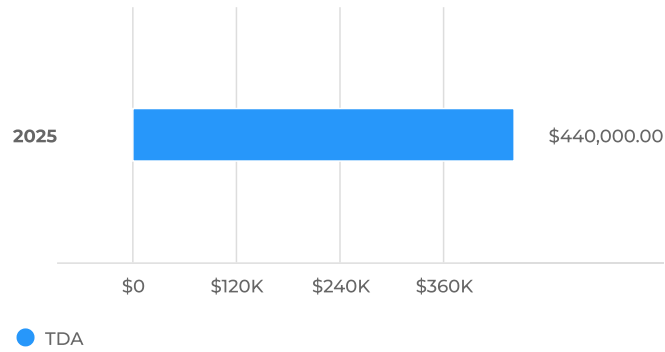


Capital Cost Breakdown		
Capital Cost	FY2025	Total
Equipment/Vehicle/Furnishings	\$440,000	\$440,000
Total	\$440,000	\$440,000

Funding Sources

FY2025 Budget	Total Budget (all years)	Project Total
\$440,000	\$440K	\$440K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown			
Funding Sources	To Date	FY2025	Total
TDA	\$0	\$440,000	\$440,000
Total	\$0	\$440,000	\$440,000

Fleet Engine replacement.

Overview

Request Owner	Dave Massa, Capital Projects Manager
Est. Start Date	07/01/2024
Est. Completion Date	06/30/2025
Department	Capital Program
Request Groups	Mike Tobin, Dave Massa
Type	Capital Improvement

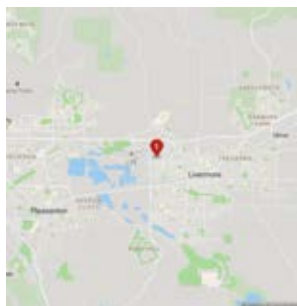
Description

Much like the drive motors and hybrid drive units, as part of our contractual agreement with MV Transportation, the agency is responsible for paying for certain high value items when they fail on the buses. The engines are included in this category. In the past two years, the agency has replaced 4 engines. As the buses age, that number is expected to increase. These funds will be used to replace the engines that fail throughout fiscal year 2025.

Details

Type of Project	Refurbishment
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Location



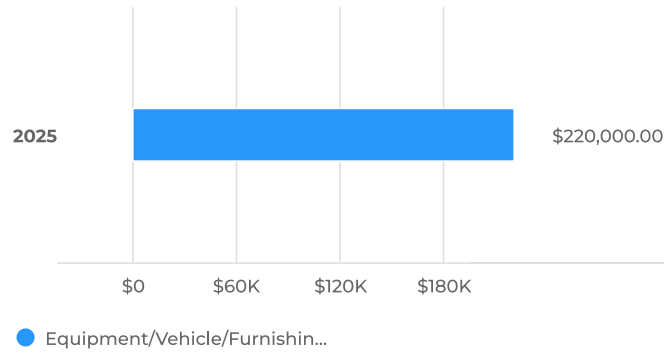
Capital Cost

FY2025 Budget
\$220,000

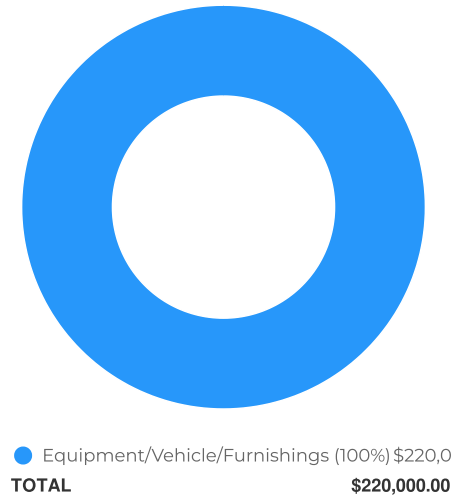
Total Budget (all years)
\$220K

Project Total
\$220K

Capital Cost by Year



Capital Cost for Budgeted Years

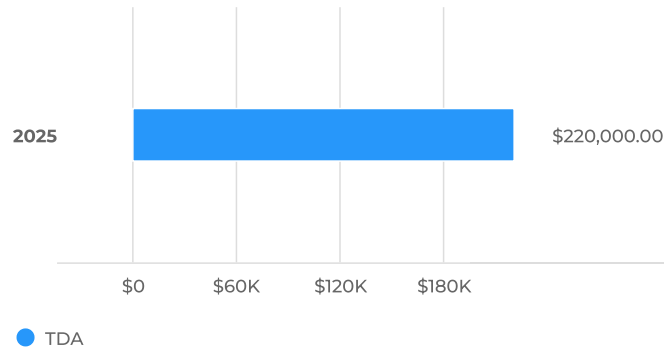


Capital Cost Breakdown			
Capital Cost	To Date	FY2025	Total
Equipment/Vehicle/Furnishings	\$0	\$220,000	\$220,000
Total	\$0	\$220,000	\$220,000

Funding Sources

FY2025 Budget	Total Budget (all years)	Project Total
\$220,000	\$220K	\$220K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown			
Funding Sources	To Date	FY2025	Total
TDA	\$0	\$220,000	\$220,000
Total	\$0	\$220,000	\$220,000

Genfare Vault and SaaS

Overview

Request Owner	Dave Massa, Capital Projects Manager
Est. Start Date	09/09/2024
Est. Completion Date	10/07/2024
Department	Capital Program
Request Groups	Dave Massa
Type	Capital Equipment

Description

The Genfare vault, probes and server infrastructure are all parts of a system that securely captures the funds on the fleet and then stores those funds that are removed from the bus fareboxes daily. This system, and in particular the vault and probes, have been in continuous service since 1996. Since that time, the manufacturer has made numerous refinements to all its equipment and unfortunately, no longer supplies various parts for the agency's vintage devices. This project will include replacing the vault and probes as well as moving from an on-premises software/server to a cloud-based model, or SaaS.

Details

New Purchase or Replacement	New
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Supplemental Attachments

 [Vault, probe and SaaS quote\(/resource/cleargov-prod/projects/documents/62b7e4e2a4eb1dc9e80d.PDF\)](/resource/cleargov-prod/projects/documents/62b7e4e2a4eb1dc9e80d.PDF)

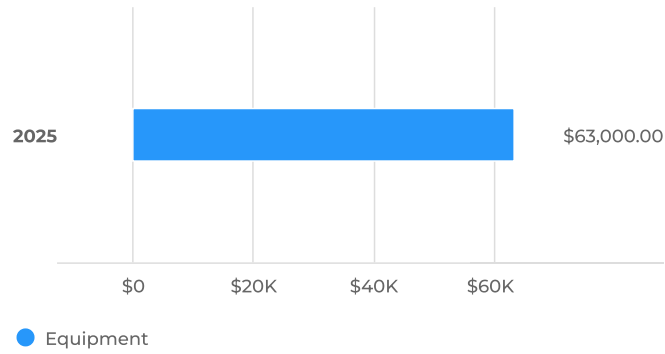
Capital Cost

FY2025 Budget
\$63,000

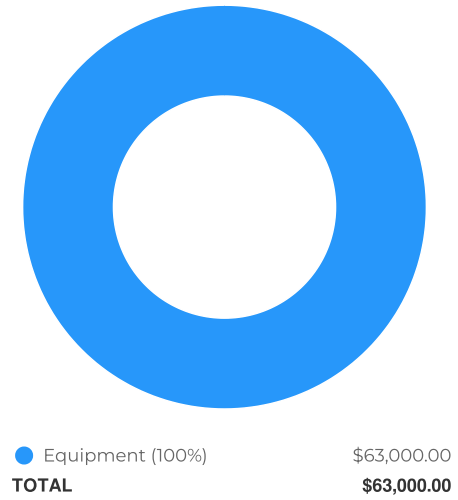
Total Budget (all years)
\$63K

Project Total
\$63K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

Capital Cost	To Date	FY2025	Total
Equipment	\$0	\$63,000	\$63,000
Total	\$0	\$63,000	\$63,000

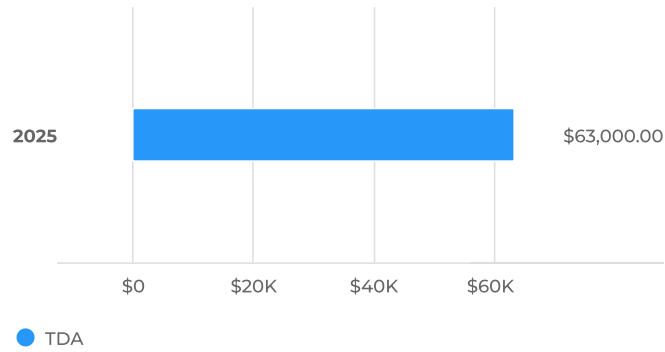
Funding Sources

FY2025 Budget
\$63,000

Total Budget (all years)
\$63K

Project Total
\$63K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	To Date	FY2025	Total
TDA	\$0	\$63,000	\$63,000
Total	\$0	\$63,000	\$63,000

Hybrid Battery Replacements

Overview

Request Owner	Dave Massa, Capital Projects Manager
Est. Start Date	07/01/2024
Est. Completion Date	06/30/2027
Department	Capital Program
Request Groups	Dave Massa, Jennifer Yeamans
Type	Capital Improvement

Description

Like the drive motors, hybrid drive units, and engines, as part of our contractual agreement with MV Transportation, the agency is responsible for paying for certain high value items when they fail on the buses. The hybrid drive batteries are included in this category. In the past two years the agency has replaced 7 batteries. As the buses age, that number is expected to increase. This is to fund battery replacement regardless of OEM. FY25 funds will fund battery pack replacement on approximately 15 buses on a PM basis.

Details

Type of Project	Refurbishment
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Location



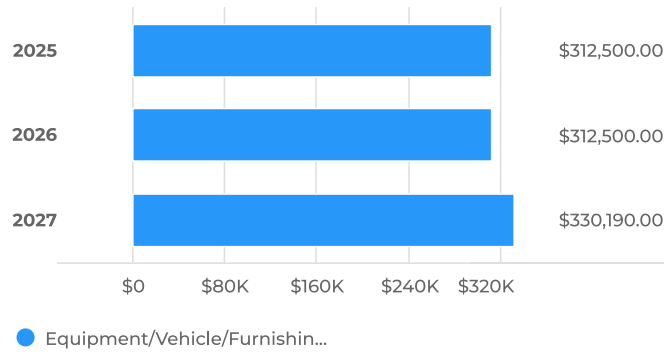
Capital Cost

FY2025 Budget
\$312,500

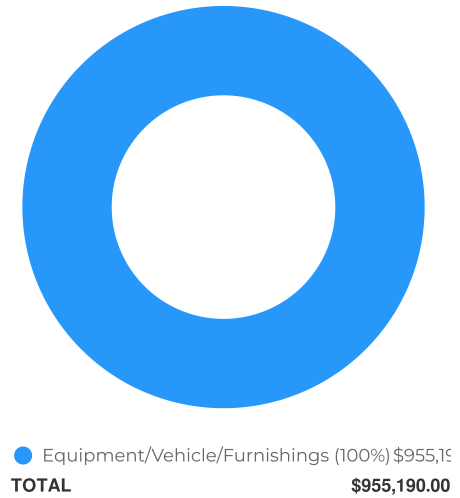
Total Budget (all years)
\$955.19K

Project Total
\$955.19K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown				
Capital Cost	FY2025	FY2026	FY2027	Total
Equipment/Vehicle/Furnishings	\$312,500	\$312,500	\$330,190	\$955,190
Total	\$312,500	\$312,500	\$330,190	\$955,190

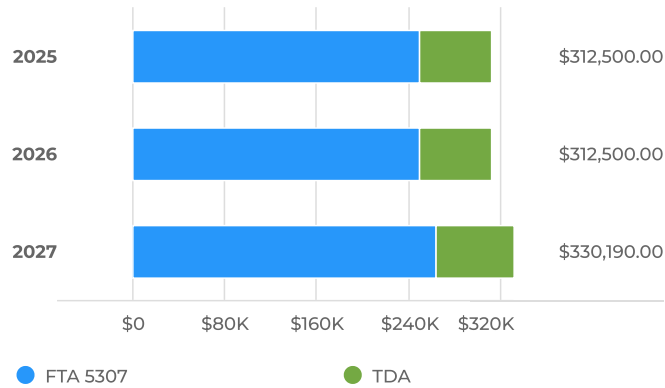
Funding Sources

FY2025 Budget
\$312,500

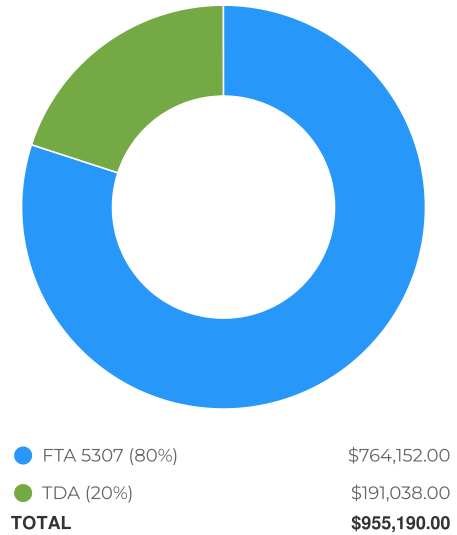
Total Budget (all years)
\$955.19K

Project Total
\$955.19K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	To Date	FY2025	FY2026	FY2027	Total
TDA	\$0	\$62,500	\$62,500	\$66,038	\$191,038
FTA 5307		\$250,000	\$250,000	\$264,152	\$764,152
Total	\$0	\$312,500	\$312,500	\$330,190	\$955,190

Livermore Transit Center Rehabilitation & Improvement

Overview

Request Owner	Jennifer Yeamans, Senior Grants & Management Specialist
Est. Start Date	01/01/2023
Est. Completion Date	06/30/2026
Department	Capital Program
Request Groups	Dave Massa
Type	Capital Improvement

Description

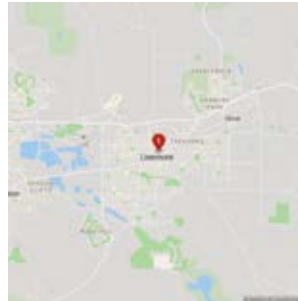
The Livermore Transit Center Rehabilitation and Improvement Project will address a significant backlog of deferred maintenance and safety enhancement needs at LAVTA's most-used passenger facility on its property, including replacement and rehabilitation of assets past or at the end of their useful life, including safety features and enhanced lighting, a rehabilitation of the canopy, and updated information and wayfinding signage.

Details

Type of Project Refurbishment

Location

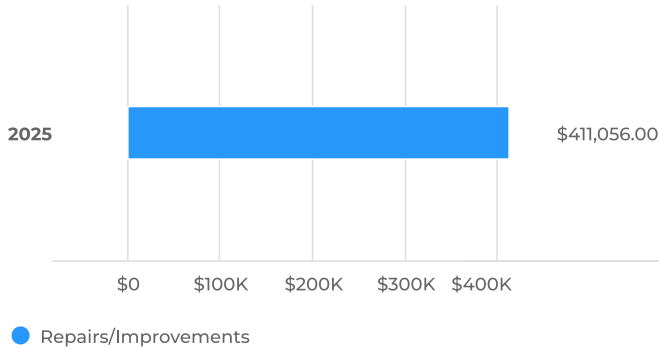
Address: 2500 Railroad Avenue



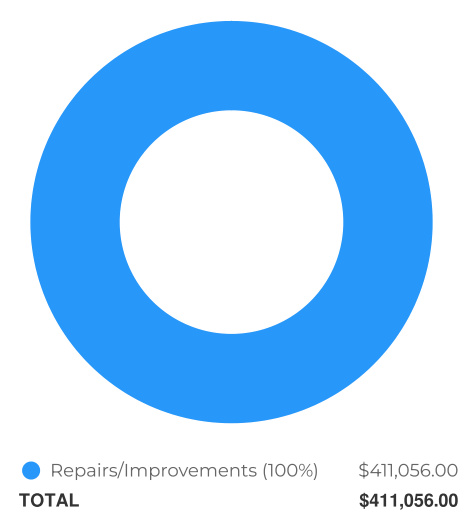
Capital Cost

Total To Date	FY2025 Budget	Total Budget (all years)	Project Total
\$208,421	\$411,056	\$411.056K	\$619.477K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown			
Capital Cost	To Date	FY2025	Total
Repairs/Improvements	\$208,421	\$411,056	\$619,477
Total	\$208,421	\$411,056	\$619,477



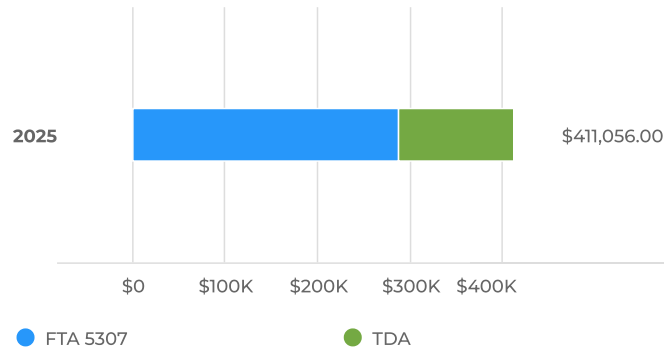
Funding Sources

FY2025 Budget
\$411,056

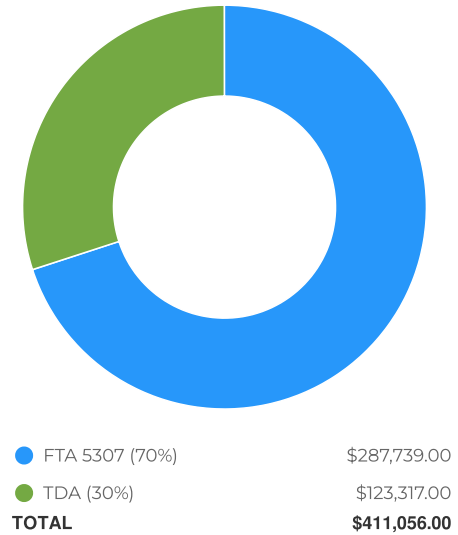
Total Budget (all years)
\$411.056K

Project Total
\$411.056K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown		
Funding Sources	FY2025	Total
TDA	\$123,317	\$123,317
FTA 5307	\$287,739	\$287,739
Total	\$411,056	\$411,056

Network fiber switches.

Overview

Request Owner	Dave Massa, Capital Projects Manager
Est. Start Date	07/01/2024
Est. Completion Date	08/30/2024
Department	Capital Program
Request Groups	Mike Tobin, Dave Massa
Type	Capital Equipment

Description

The agency's remaining network and server infrastructure is virtual. This virtual environment will always need to exist. Virtual servers rely on fiber switches in order to communicate with each other, the storage area network devices (SAN) and the outside world. Our current switches have been in place since 2009 and are due for replacement. This project will involve replacing those switches with new units.

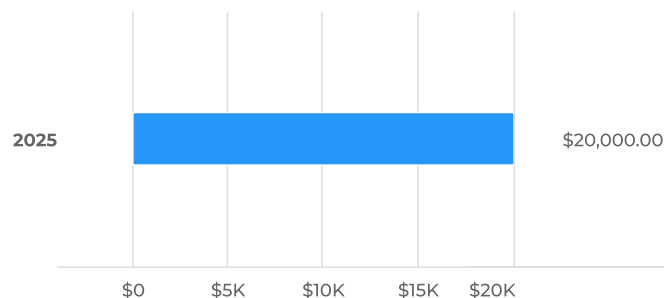
Details

New Purchase or Replacement	Replacement
-----------------------------	-------------

Capital Cost

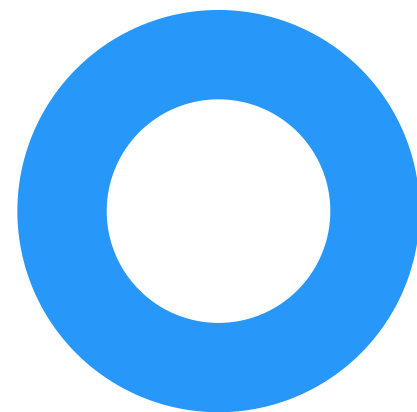
FY2025 Budget	Total Budget (all years)	Project Total
\$20,000	\$20K	\$20K

Capital Cost by Year



● Equipment

Capital Cost for Budgeted Years



● Equipment (100%)

TOTAL

\$20,000.00

\$20,000.00

Capital Cost Breakdown

Capital Cost	To Date	FY2025	Total
Equipment	\$0	\$20,000	\$20,000
Total	\$0	\$20,000	\$20,000



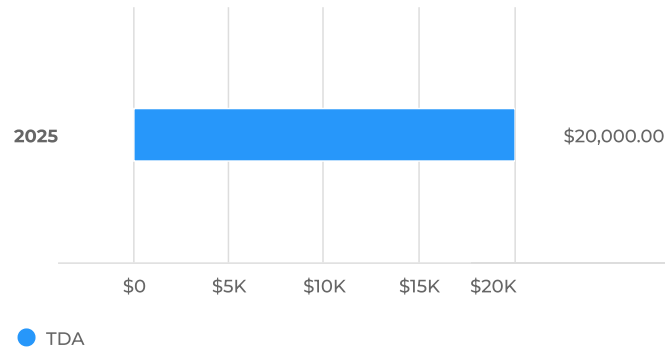
Funding Sources

FY2025 Budget
\$20,000

Total Budget (all years)
\$20K

Project Total
\$20K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown			
Funding Sources	To Date	FY2025	Total
TDA	\$0	\$20,000	\$20,000
Total	\$0	\$20,000	\$20,000

Network infrastructure components

Overview

Request Owner	Dave Massa, Capital Projects Manager
Est. Start Date	07/01/2024
Est. Completion Date	06/30/2025
Department	Capital Program
Request Groups	Dave Massa, Mike Tobin
Type	Capital Equipment

Description

These funds will be used to replace any component of the agency network that fails during the fiscal year.

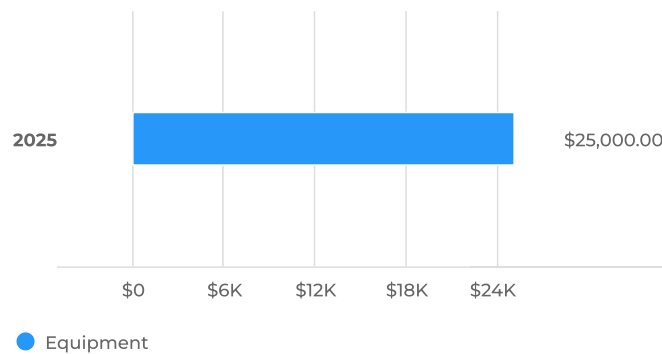
Details

New Purchase or Replacement	Replacement
-----------------------------	-------------

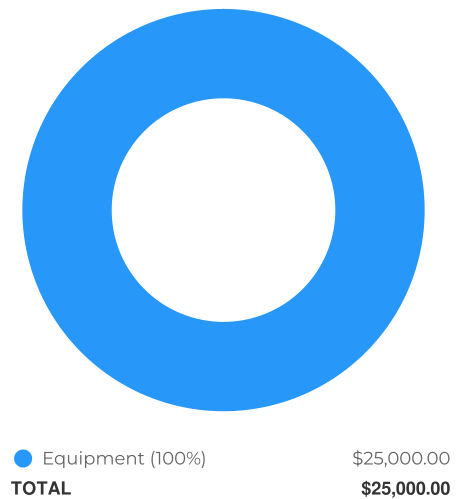
Capital Cost

FY2025 Budget	Total Budget (all years)	Project Total
\$25,000	\$25K	\$25K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown			
Capital Cost	To Date	FY2025	Total
Equipment	\$0	\$25,000	\$25,000
Total	\$0	\$25,000	\$25,000



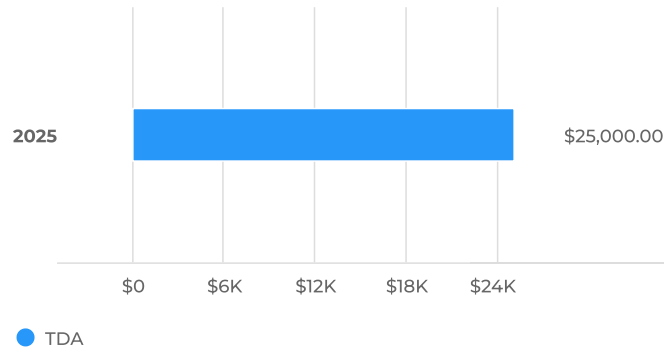
Funding Sources

FY2025 Budget
\$25,000

Total Budget (all years)
\$25K

Project Total
\$25K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown			
Funding Sources	To Date	FY2025	Total
TDA	\$0	\$25,000	\$25,000
Total	\$0	\$25,000	\$25,000

Passenger facilities enhancements (LLNL, BART, Las Positas)

Overview

Request Owner	Dave Massa, Capital Projects Manager
Est. Start Date	07/01/2024
Est. Completion Date	06/30/2025
Department	Capital Program
Request Groups	Dave Massa, Jennifer Yeamans
Type	Capital Improvement

Description

BART, Las Positas and LLNL improvements

FTA Funded TO for design by end of April KH

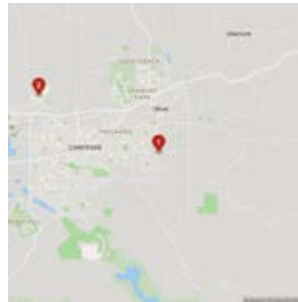
Construction by end of 2025

In the cities of Dublin and Livermore, construct transit Passenger Facilities Enhancements at three high-ridership stops in LAVTA's Rapid network. Improvements will include custom Rapid-branded passenger shelters and signage, real-time transit information displays, bike racks, waste receptacles, and placemaking elements.

Details

Type of Project Improvement

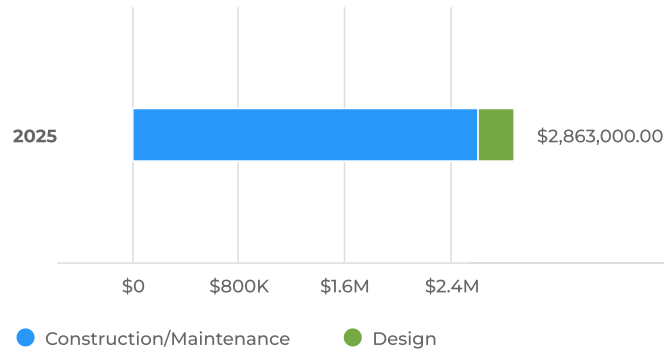
Location



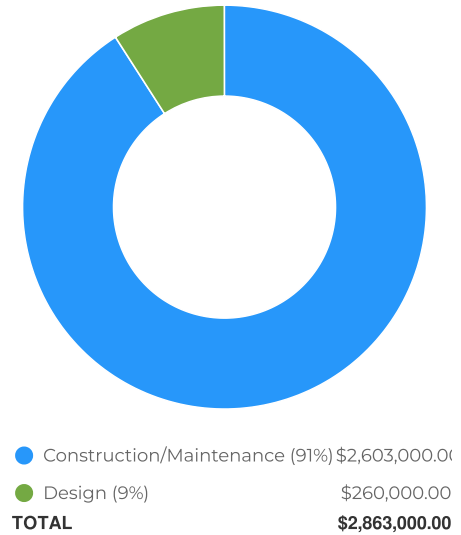
Capital Cost

FY2025 Budget	Total Budget (all years)	Project Total
\$2,863,000	\$2.863M	\$2.863M

Capital Cost by Year



Capital Cost for Budgeted Years

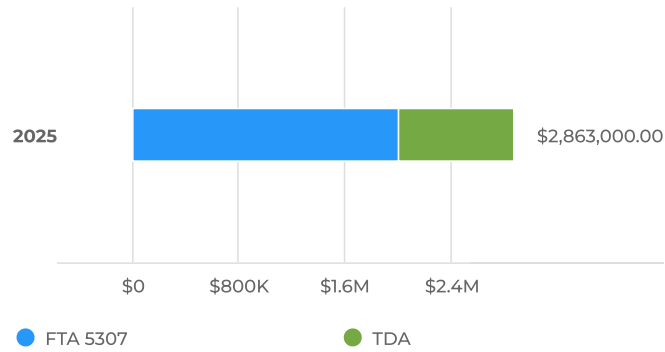


Capital Cost Breakdown			
Capital Cost	To Date	FY2025	Total
Design	\$0	\$260,000	\$260,000
Construction/Maintenance	\$0	\$2,603,000	\$2,603,000
Total	\$0	\$2,863,000	\$2,863,000

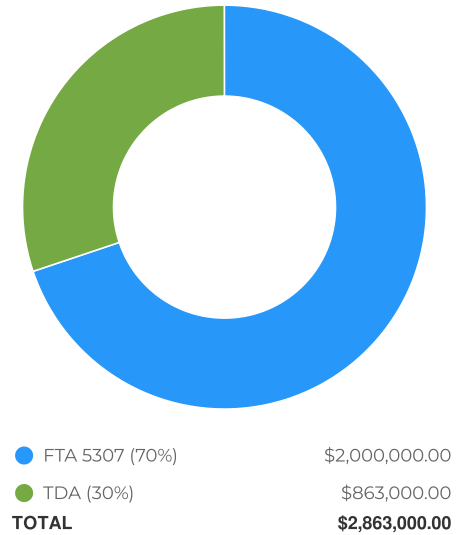
Funding Sources

FY2025 Budget	Total Budget (all years)	Project Total
\$2,863,000	\$2.863M	\$2.863M

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	To Date	FY2025	Total
TDA	\$0	\$863,000	\$863,000
FTA 5307		\$2,000,000	\$2,000,000
Total	\$0	\$2,863,000	\$2,863,000

Rapid Bus Stop Improvements 10R and 30R

Overview

Request Owner	Dave Massa, Capital Projects Manager
Est. Start Date	07/01/2024
Est. Completion Date	06/03/2026
Department	Capital Program
Request Groups	Dave Massa, Jennifer Yeaman
Type	Capital Improvement

Description

The purpose of the LAVTA Rapid Bus Stop Improvement Project is to construct and install Rapid signage (both real-time bus arrival digital signs and other signage in display cases), shelters, benches, trash receptacles, and other passenger amenities for Rapid bus stops that are yet to receive them. Such amenities will bring consistency to the corridors served and continue to grow ridership.

Details

Type of Project New Construction

Location

 map

Supplemental Attachments

 Dave Massa(/resource/cleargov-prod/projects/documents/9b82416acdf2fbdc25ba.pdf)

KH Quote for profession services

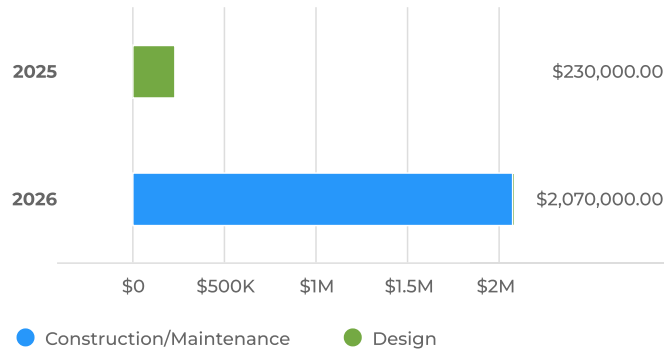
Capital Cost

FY2025 Budget
\$230,000

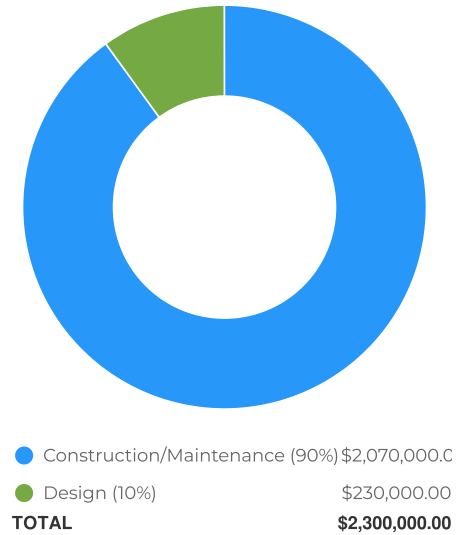
Total Budget (all years)
\$2.3M

Project Total
\$2.3M

Capital Cost by Year



Capital Cost for Budgeted Years

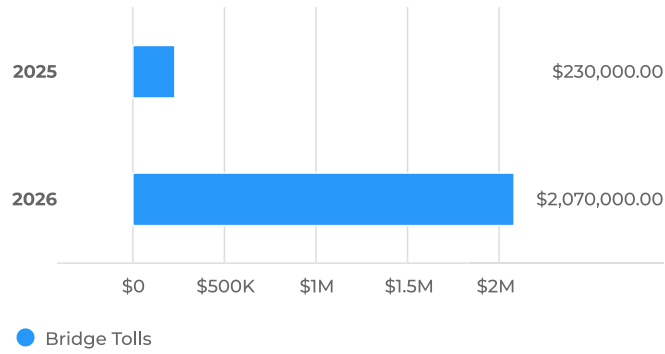


Capital Cost Breakdown				
Capital Cost	To Date	FY2025	FY2026	Total
Design		\$230,000		\$230,000
Construction/Maintenance	\$0		\$2,070,000	\$2,070,000
Total	\$0	\$230,000	\$2,070,000	\$2,300,000

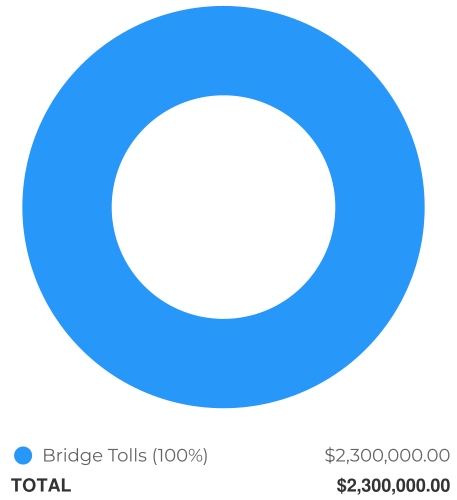
Funding Sources

FY2025 Budget	Total Budget (all years)	Project Total
\$230,000	\$2.3M	\$2.3M

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown				
Funding Sources	To Date	FY2025	FY2026	Total
Bridge Tolls		\$230,000	\$2,070,000	\$2,300,000
Total		\$230,000	\$2,070,000	\$2,300,000

Replace (4) 40' Buses-Fuel Cell

Overview

Request Owner	Dave Massa, Capital Projects Manager
Est. Start Date	07/01/2024
Est. Completion Date	06/30/2026
Department	Capital Program
Request Groups	Dave Massa
Type	Capital Equipment

Description

Replace four 40' Hybrid buses with 4 40' Fuel Cell Buses

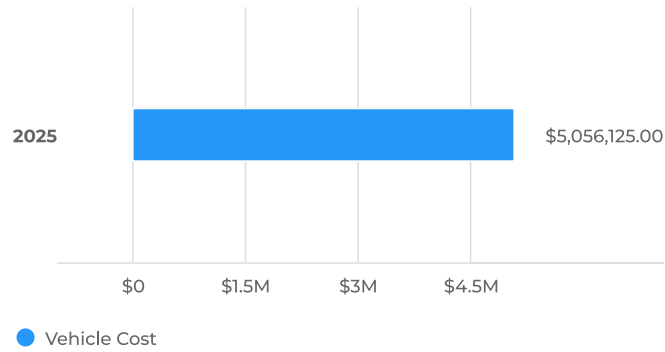
Details

New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	12
Vehicle type	40' Bus Hydrogen

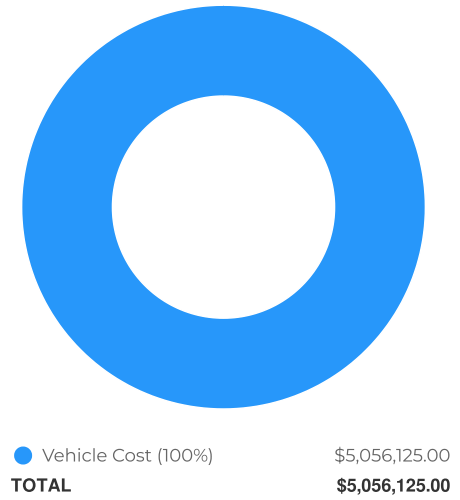
Capital Cost

FY2025 Budget	Total Budget (all years)	Project Total
\$5,056,125	\$5.056M	\$5.056M

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown		
Capital Cost	FY2025	Total
Vehicle Cost	\$5,056,125	\$5,056,125
Total	\$5,056,125	\$5,056,125

Funding Sources

FY2025 Budget

\$5,056,125

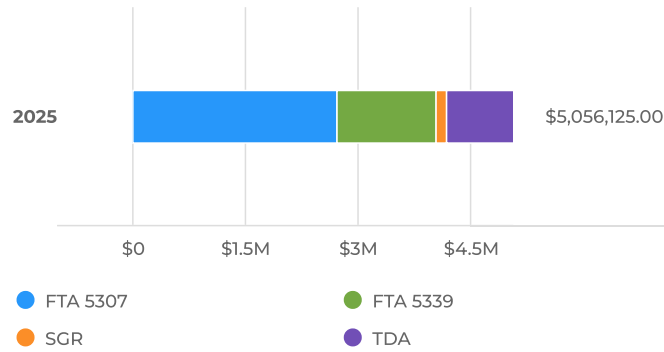
Total Budget (all years)

\$5.056M

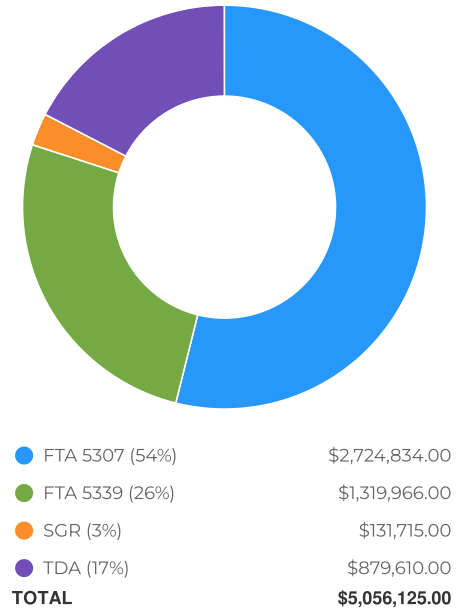
Project Total

\$5.056M

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2025	Total
TDA	\$879,610	\$879,610
FTA 5307	\$2,724,834	\$2,724,834
FTA 5339	\$1,319,966	\$1,319,966
SGR	\$131,715	\$131,715
Total	\$5,056,125	\$5,056,125



Replace (8) 40' Buses-Hybrid

Overview

Request Owner	Dave Massa, Capital Projects Manager
Est. Start Date	07/01/2024
Est. Completion Date	06/30/2026
Department	Capital Program
Request Groups	Jennifer Yeamans, Dave Massa
Type	Capital Equipment

Description

Purchase 8 40' Hybrid replacement vehicles if required, FCEB if possible.

Details

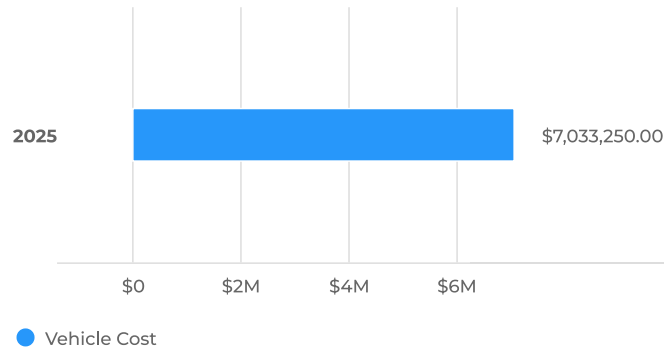
New Purchase or Replacement	Replacement
New or Used Vehicle	New
Useful Life	12
Vehicle type	40' Bus Hybrid



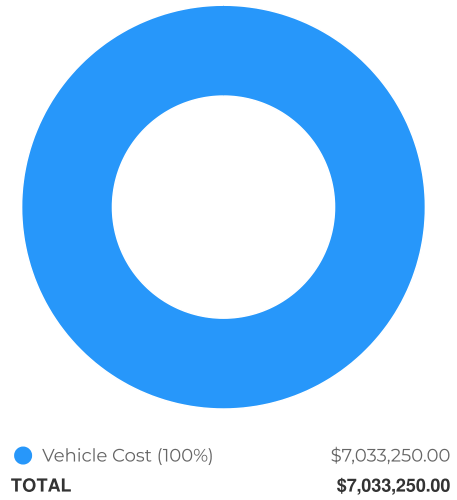
Capital Cost

FY2025 Budget	Total Budget (all years)	Project Total
\$7,033,250	\$7.033M	\$7.033M

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown		
Capital Cost	FY2025	Total
Vehicle Cost	\$7,033,250	\$7,033,250
Total	\$7,033,250	\$7,033,250

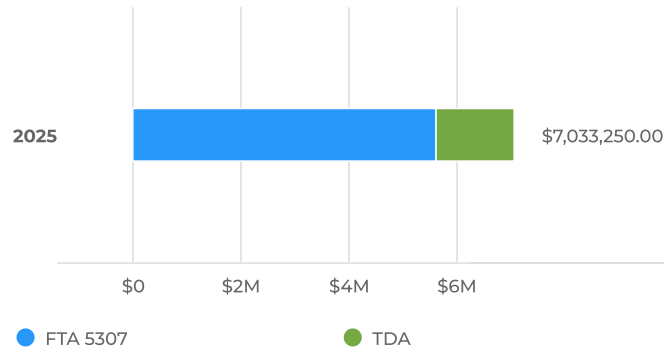
Funding Sources

FY2025 Budget
\$7,033,250

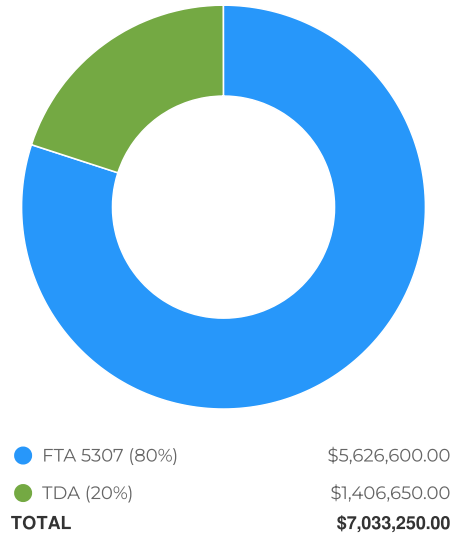
Total Budget (all years)
\$7.033M

Project Total
\$7.033M

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2025	Total
TDA	\$1,406,650	\$1,406,650
FTA 5307	\$5,626,600	\$5,626,600
Total	\$7,033,250	\$7,033,250

Replacement parts washer for Maintenance

Overview

Request Owner	Dave Massa, Capital Projects Manager
Est. Start Date	07/29/2024
Est. Completion Date	08/19/2024
Department	Capital Program
Request Groups	Dave Massa
Type	Capital Improvement

Description

The agency supplied infrastructure for maintaining the buses, including a hot water and environmentally friendly chemical solution-based parts washer. The current parts washer has been in service since 2009 and has recently failed. This project will include the procurement and installation of the replacement parts washer.

Details

Type of Project	Replacement
-----------------	-------------

Location



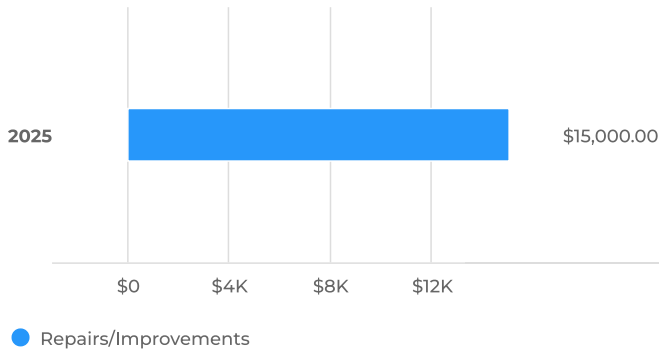
Capital Cost

FY2025 Budget
\$15,000

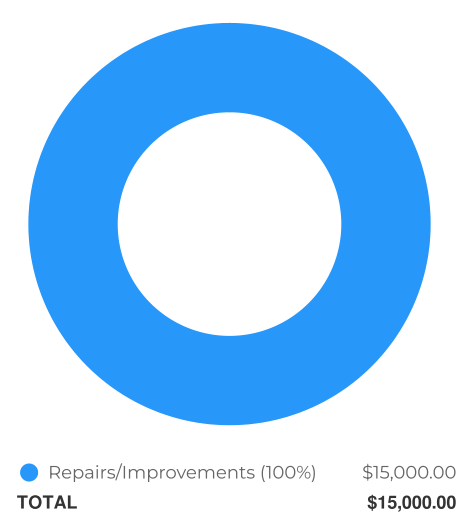
Total Budget (all years)
\$15K

Project Total
\$15K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown			
Capital Cost	To Date	FY2025	Total
Repairs/Improvements	\$0	\$15,000	\$15,000
Total	\$0	\$15,000	\$15,000



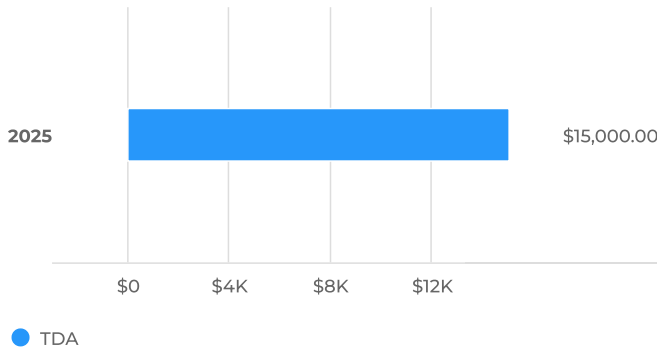
Funding Sources

FY2025 Budget
\$15,000

Total Budget (all years)
\$15K

Project Total
\$15K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown			
Funding Sources	To Date	FY2025	Total
TDA	\$0	\$15,000	\$15,000
Total	\$0	\$15,000	\$15,000



Rutan Arc Flash Study

Overview

Request Owner	Dave Massa, Capital Projects Manager
Est. Start Date	07/15/2024
Est. Completion Date	08/12/2024
Department	Capital Program
Request Groups	Dave Massa
Type	Capital Improvement

Description

Recently, the agency was made aware that the Rutan facility's electrical equipment does not possess arc flash labels per current NFPA 70E and OSHA requirements. This leaves the agency at risk should someone be injured due to such an event occurring. This study will provide Personal Protective Equipment (PPE) and labeling recommendations in compliance with the same.

Details

Type of Project Other

Location



Supplemental Attachments

 GF proposal Arc flash study(/resource/cleargov-prod/projects/documents/f2c4818b8b751f127827.pdf)

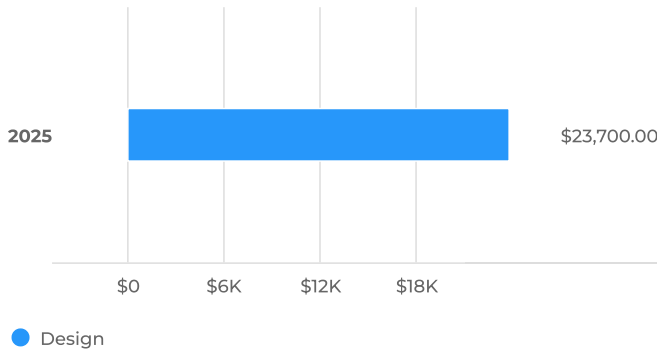
Capital Cost

FY2025 Budget
\$23,700

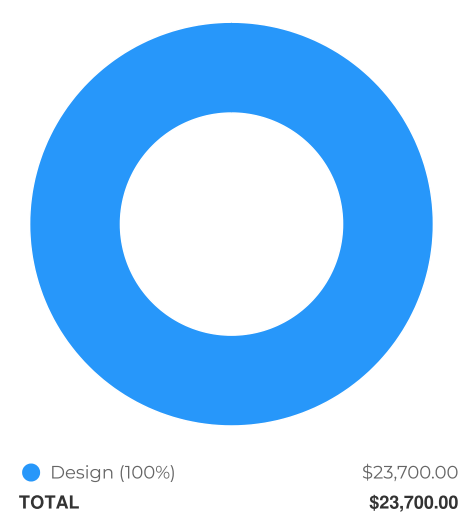
Total Budget (all years)
\$23.7K

Project Total
\$23.7K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown			
Capital Cost	To Date	FY2025	Total
Design	\$0	\$23,700	\$23,700
Total	\$0	\$23,700	\$23,700

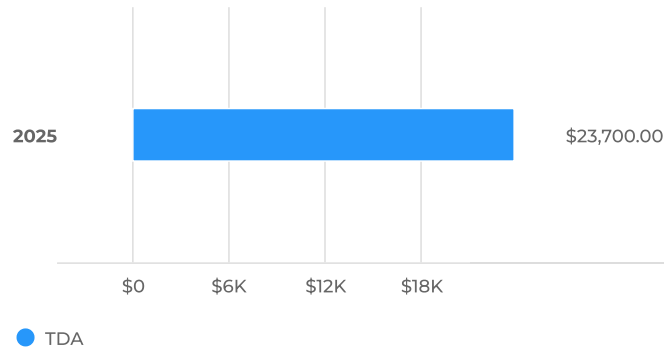
Funding Sources

FY2025 Budget
\$23,700

Total Budget (all years)
\$23.7K

Project Total
\$23.7K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown			
Funding Sources	To Date	FY2025	Total
TDA	\$0	\$23,700	\$23,700
Total	\$0	\$23,700	\$23,700

Rutan Hydrogen Retrofit Project

Overview

Request Owner	Dave Massa, Capital Projects Manager
Est. Start Date	07/01/2024
Est. Completion Date	12/31/2024
Department	Capital Program
Request Groups	Dave Massa, Jennifer Yeamans
Type	Capital Improvement

Description

This project will construct the necessary safety equipment needed to perform maintenance on hydrogen fuel-cell buses at LAVTA's Rutan facility. Until the Atlantis Maintenance Facility is fully constructed, LAVTA needs to bridge the infrastructure gap and retrofit two maintenance bays at the Rutan facility with alarms, hydrogen detection systems and ventilation systems.

Details

Type of Project Other

Location



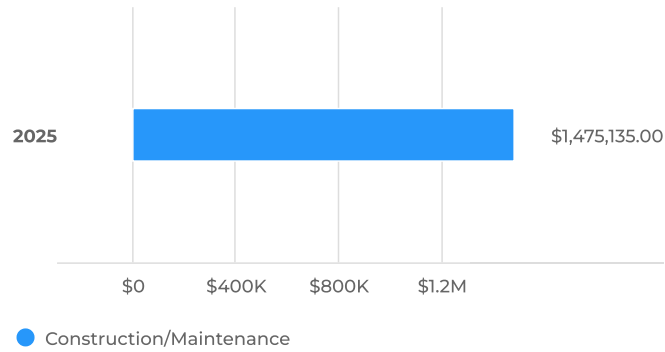
Supplemental Attachments

 KH Estimate for construction.(/resource/cleargov-prod/projects/documents/a217017dab0a5bbe5bb6.pdf)

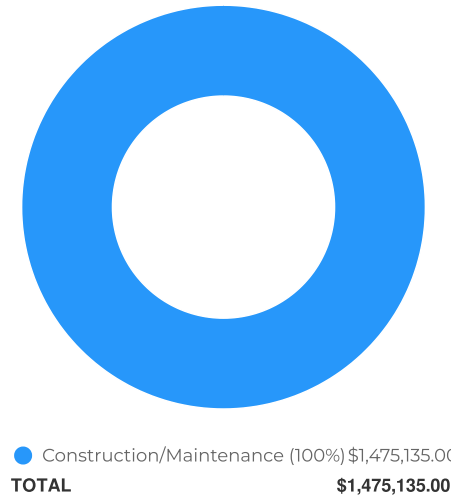
Capital Cost

FY2025 Budget	Total Budget (all years)	Project Total
\$1,475,135	\$1.475M	\$1.475M

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown			
Capital Cost	To Date	FY2025	Total
Construction/Maintenance	\$0	\$1,475,135	\$1,475,135
Total	\$0	\$1,475,135	\$1,475,135

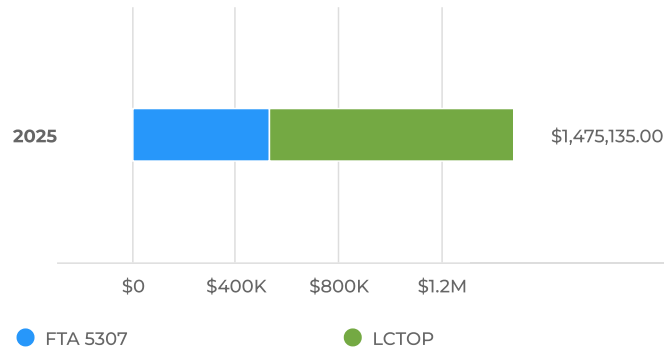
Funding Sources

FY2025 Budget
\$1,475,135

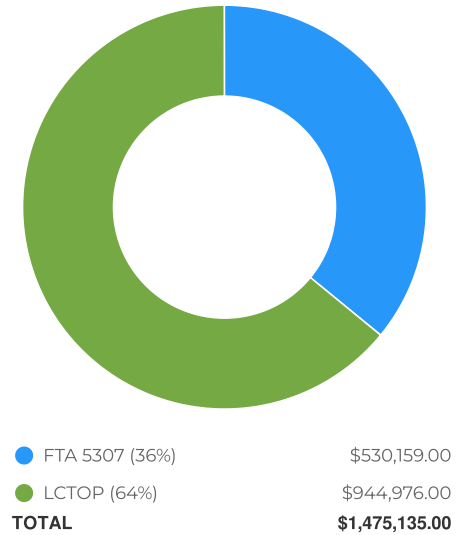
Total Budget (all years)
\$1.475M

Project Total
\$1.475M

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2025	Total
LCTOP	\$944,976	\$944,976
FTA 5307	\$530,159	\$530,159
Total	\$1,475,135	\$1,475,135

Rutan Office Space Expansion

Overview

Request Owner	Dave Massa, Capital Projects Manager
Est. Start Date	07/01/2024
Est. Completion Date	06/30/2025
Department	Capital Program
Request Groups	Christy Wegener, Dave Massa
Type	Capital Improvement

Description

LAVTA has run out of office space for employees and interns. This project will onboard an outside consultant to evaluate and make recommendations on locations for additional office space that will be constructed in FY26.

Details

Type of Project	Replacement
-----------------	-------------

Location



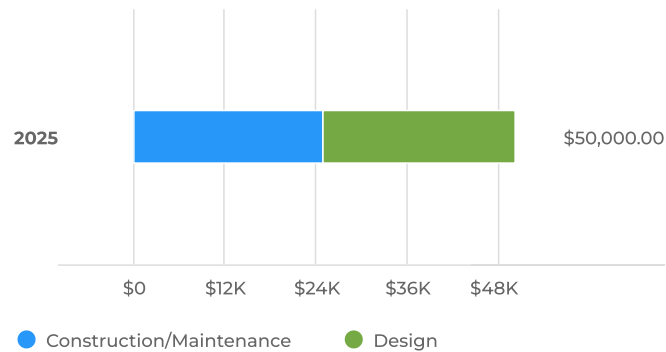
Capital Cost

FY2025 Budget
\$50,000

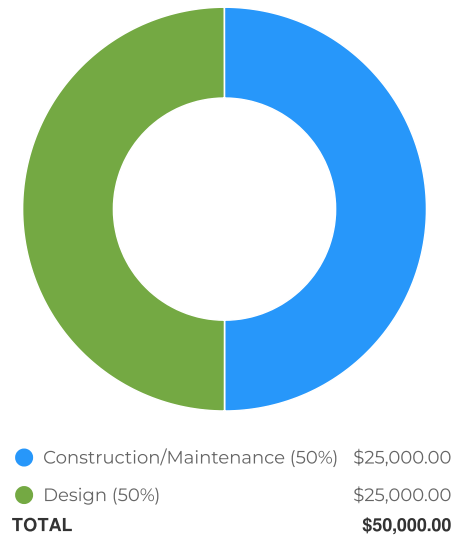
Total Budget (all years)
\$50K

Project Total
\$50K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown			
Capital Cost	To Date	FY2025	Total
Design	\$0	\$25,000	\$25,000
Construction/Maintenance	\$0	\$25,000	\$25,000
Total	\$0	\$50,000	\$50,000

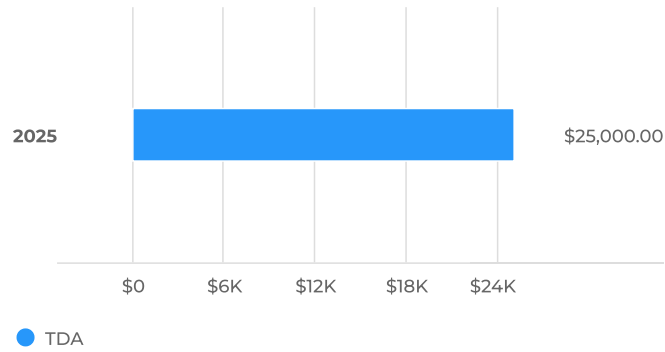
Funding Sources

FY2025 Budget
\$25,000

Total Budget (all years)
\$25K

Project Total
\$25K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown			
Funding Sources	To Date	FY2025	Total
TDA	\$0	\$25,000	\$25,000
Total	\$0	\$25,000	\$25,000

Rutan Restroom Rehabilitation

Overview

Request Owner	Dave Massa, Capital Projects Manager
Est. Start Date	08/26/2024
Est. Completion Date	09/30/2024
Department	Capital Program
Type	Capital Improvement

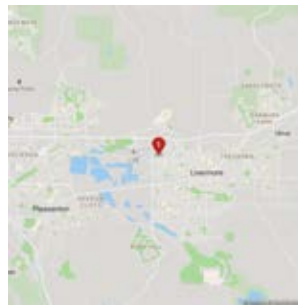
Description

This project will replace all the toilets at the Rutan facility for a total of 6 bathrooms, with 10 toilets, 6 urinals, replacing the tile as required. This will be for both the operations, maintenance and administrative sides of the building.

Details

Type of Project	Replacement
-----------------	-------------

Location



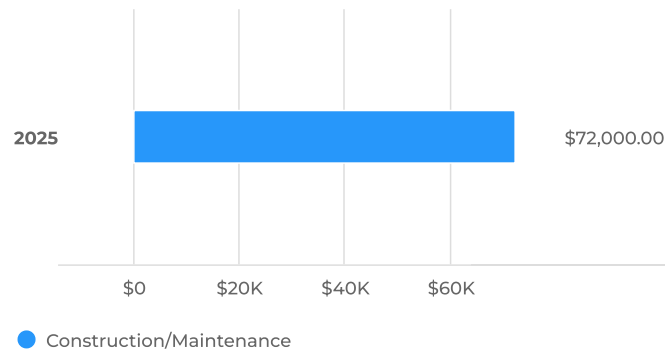
Capital Cost

FY2025 Budget
\$72,000

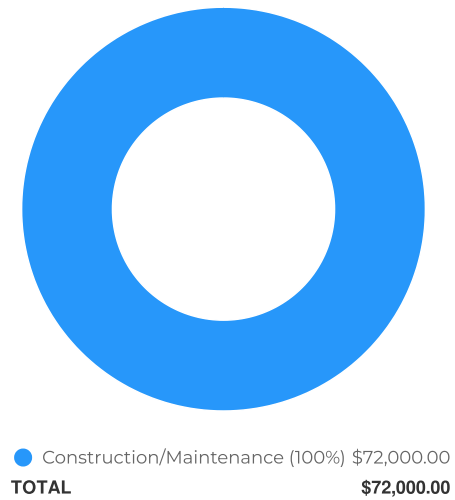
Total Budget (all years)
\$72K

Project Total
\$72K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown			
Capital Cost	To Date	FY2025	Total
Construction/Maintenance	\$0	\$72,000	\$72,000
Total	\$0	\$72,000	\$72,000

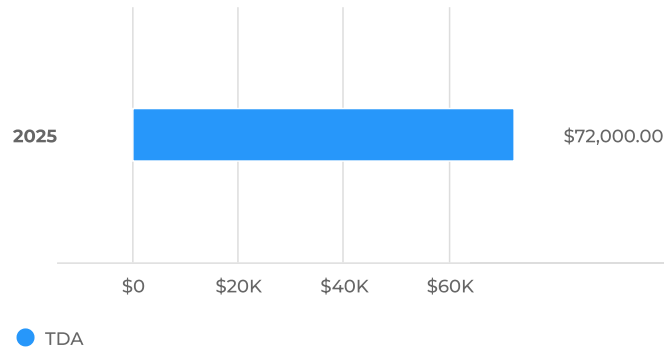
Funding Sources

FY2025 Budget
\$72,000

Total Budget (all years)
\$72K

Project Total
\$72K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	To Date	FY2025	Total
TDA	\$0	\$72,000	\$72,000
Total	\$0	\$72,000	\$72,000

Rutan Video Surveillance repairs and upgrades

Overview

Request Owner	Dave Massa, Capital Projects Manager
Est. Start Date	08/05/2024
Est. Completion Date	09/06/2024
Department	Capital Program
Request Groups	Dave Massa
Type	Capital Improvement

Description

The agency's video surveillance system at Rutan has several cameras that have failed, some that are old with poor video resolution and there are some very large areas of the facility with blind spots. This project will involve replacing the cameras that need replacing and adding cameras to help eliminate the blind spots.

Details

Type of Project	Replacement
-----------------	-------------

Location



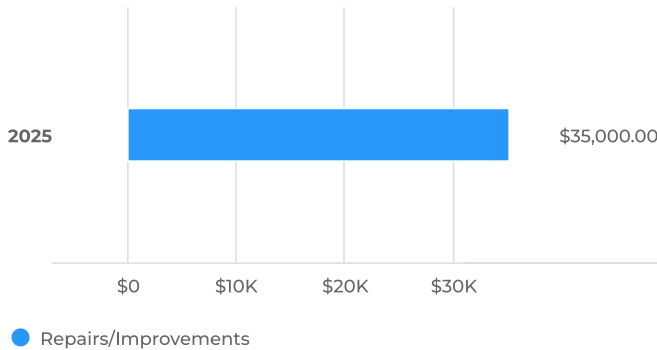
Capital Cost

FY2025 Budget
\$35,000

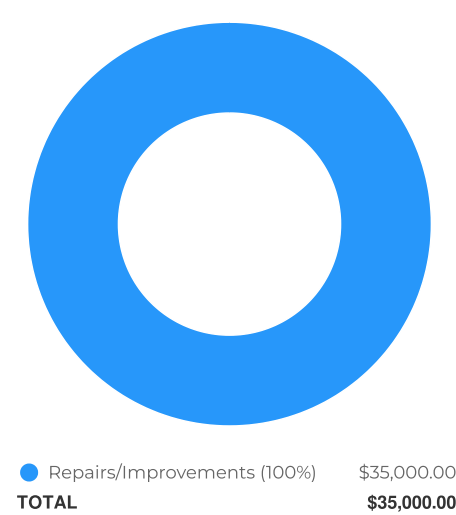
Total Budget (all years)
\$35K

Project Total
\$35K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown			
Capital Cost	To Date	FY2025	Total
Repairs/Improvements	\$0	\$35,000	\$35,000
Total	\$0	\$35,000	\$35,000



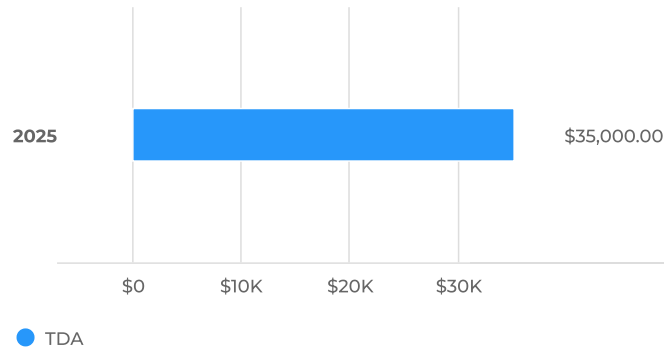
Funding Sources

FY2025 Budget
\$35,000

Total Budget (all years)
\$35K

Project Total
\$35K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown			
Funding Sources	To Date	FY2025	Total
TDA	\$0	\$35,000	\$35,000
Total	\$0	\$35,000	\$35,000

Transit Capital

Overview

Request Owner	Tamara Edwards
Department	Capital Program
Type	Capital Improvement

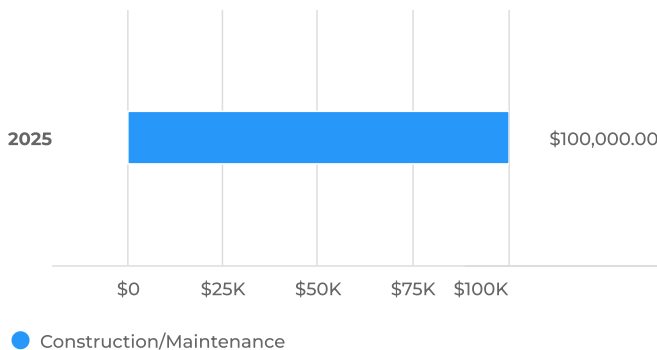
Description

The funds associated with this line item will be used to cover miscellaneous projects that come up throughout the year.

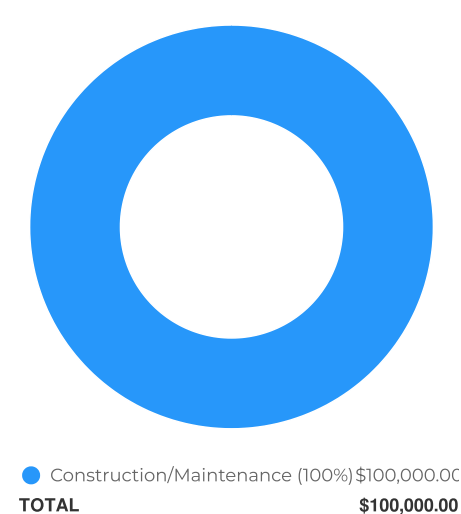
Capital Cost

FY2025 Budget	Total Budget (all years)	Project Total
\$100,000	\$100K	\$100K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown		
Capital Cost	FY2025	Total
Construction/Maintenance	\$100,000	\$100,000
Total	\$100,000	\$100,000



Funding Sources

FY2025 Budget

\$100,000

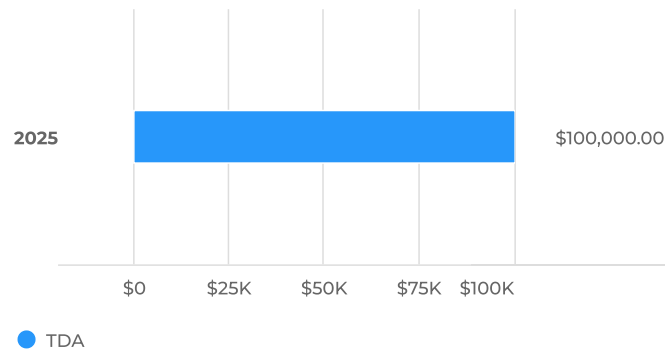
Total Budget (all years)

\$100K

Project Total

\$100K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown		
Funding Sources	FY2025	Total
TDA	\$100,000	\$100,000
Total	\$100,000	\$100,000

Transit Signal Priority Upgrade & Expansion

Overview

Request Owner	Jennifer Yeamans, Senior Grants & Management Specialist
Est. Start Date	07/01/2024
Est. Completion Date	03/31/2026
Department	Capital Program
Request Groups	Dave Massa, Christy Wegener, Jennifer Yeamans
Type	Capital Improvement

Description

LAVTA will replace its existing GPS-Based Transit Signal Priority (TSP) system encompassing 67 intersections located within its service area in Dublin (26 intersections), Pleasanton (8 intersections), and Livermore (33 intersections) to a Cloud-Based TSP system. LAVTA will also expand deployment of the vehicle-side TSP equipment from the current TSP-enabled subfleet of 20 buses to encompass LAVTA's entire fleet of 68 buses in order to optimize flexibility of vehicle assignments to TSP-equipped routes and maximize benefits of travel time reduction, congestion relief, and improved on-time performance in the I-580 corridor.

Details

Type of Project	Other improvement
-----------------	-------------------

Supplemental Attachments

 [RM2 IPR\(/resource/cleargov-prod/projects/documents/9adb6a1d550aa4b6a7e6.docx\)](#)

RM2 IPR

Capital Cost

FY2025 Budget

\$2,790,000

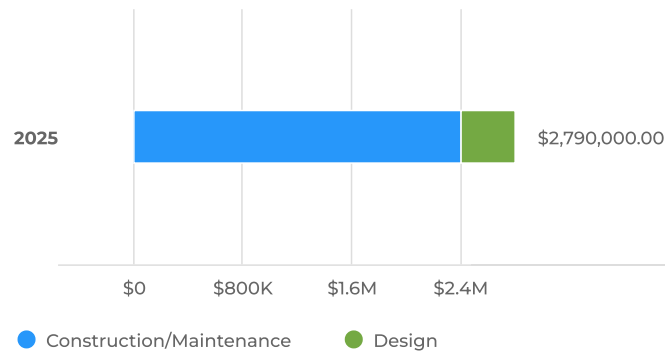
Total Budget (all years)

\$2.79M

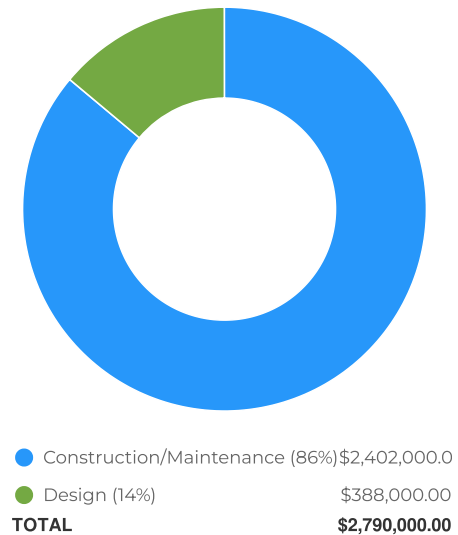
Project Total

\$2.79M

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown		
Capital Cost	FY2025	Total
Design	\$388,000	\$388,000
Construction/Maintenance	\$2,402,000	\$2,402,000
Total	\$2,790,000	\$2,790,000

Funding Sources

FY2025 Budget

\$2,790,000

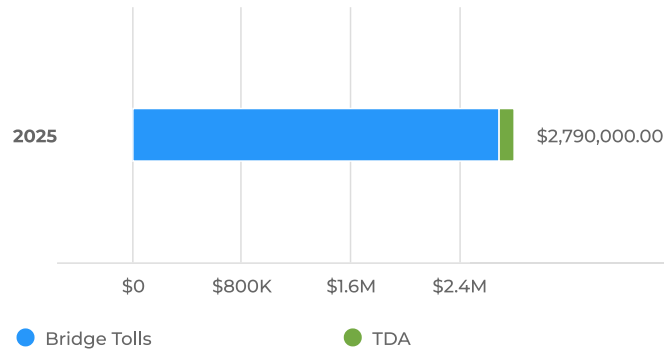
Total Budget (all years)

\$2.79M

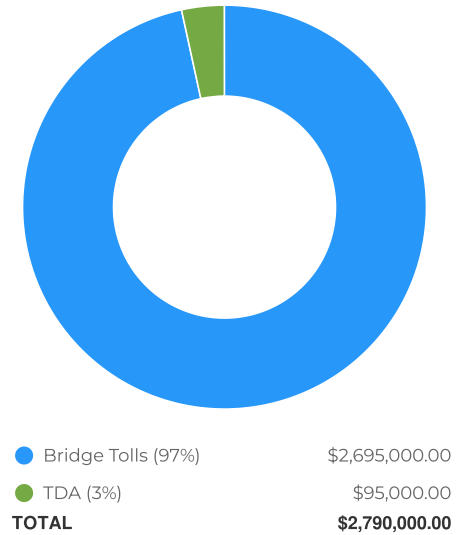
Project Total

\$2.79M

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown

Funding Sources	FY2025	Total
TDA	\$95,000	\$95,000
Bridge Tolls	\$2,695,000	\$2,695,000
Total	\$2,790,000	\$2,790,000

RESOLUTION NO. 11-2024

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE LIVERMORE
AMADOR VALLEY TRANSIT AUTHORITY ADOPTING THE OPERATING
AND CAPITAL BUDGET FOR FISCAL YEAR 2025**

WHEREAS the Board of Directors of the Livermore Amador Valley Transit Authority at their meeting of May 6, 2024 reviewed the Operating and Capital Budget for Fiscal Year 2025 for this Authority.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Board of Directors that the Operating and Capital Budget for the Livermore Amador Valley Transit Authority for Fiscal Year 2025, attached hereto and incorporated herein as Attachment 1, is hereby adopted.

BE IT FURTHER RESOLVED that the Executive Director is authorized to transfer funds within and between costs centers.

APPROVED AND PASSED this 6th day of May 2024.

Melissa Hernandez, Chair

ATTEST:

Christy Wegener, Executive Director

AGENDA

ITEM 8

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

STAFF REPORT

SUBJECT: Approval of Resolutions Authorizing Staff to Apply for RM3 funds for Fiscal Year 2023-2024

FROM: Tamara Edwards, Director of Finance

DATE: April 23, 2024

Action Requested

Review and recommend to the Board of Directors approval of the following resolutions:

1. Resolution 12-2024 of the Board of Directors of the Livermore Amador Valley Transit Authority authorizing the filing of a claim with the Metropolitan Transportation Commission (MTC) Regional Measure 3 (RM3) for Fiscal Year 2023-2024

Background

In 2018 a Bay Area wide special election was held to approve toll increases of three dollars phased in over time, including a one-dollar toll increase on January 1, 2019, a one dollar toll increase on January 1, 2022 and a one dollar toll increase on January 1, 2025 for vehicles travel on the state-owned bridges located in the San Francisco Bay Area (Regional Measure 3).

Unfortunately, a lawsuit was filed that delayed the distribution of RM3 funds. That law suite came to a close in 2023 allowing MTC to begin distributing funds. In March LAVTA was notified what amount they should be expecting in FY's 24 and 25. After the MTC Commission approved the spending plan for the FY24 funds LAVTA was able to file a claim for these funds. That approval took place on March 27, 2024

Attached for your review and approval is a resolution authorizing LAVTA's Executive Director (or designee) to file a claim with MTC for RM3 funds for Fiscal Year 2023-2024. This resolution is required as part of MTC's claim process.

Discussion

Attached to this report is the MTC staff report which accompanied their estimate.

Budget Considerations

The next step will be to submit an amended FY2023-2024 claim to MTC and bill them for the RM3 funds for the current fiscal year.

Recommendation

Staff recommends that the Finance and Administration Committee recommend that the Board of Directors approve Resolution 12-2024, authorizing the filing of an amended claim with MTC for Allocation of RM3 Funds for Fiscal Year 2023-2024.

Attachments:

1. Resolution 12-2024
2. MTC resolution no. 4625 Revised

RESOLUTION NO. 12-2024

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
AUTHORIZING THE FILING OF A CLAIM WITH THE
METROPOLITAN TRANSPORTATION COMMISSION FOR ALLOCATION
OF REGIONAL MEASURE 3 FUNDS FOR FISCAL YEAR 2023-2024**

WHEREAS, on June 5, 2018 a special election was held in the City and County of San Francisco, and the Counties of Alameda, Contra Costa, Marin, Napa, San Mateo, Santa Clara, Solano and Sonoma to approve a toll increase of three dollars phased over time, including a one dollar toll increase on January 1, 2019, a one dollar toll increase on January 1, 2024 and a one dollar toll increase on January 1, 2025, for vehicles traveling on state-owned bridges located in the San Francisco Bay Area (Regional Measure 3) and;

WHEREAS, LAVTA is an eligible sponsor of transportation project(s) in Regional Measure 3, Expenditure Plan; and

WHEREAS, the Regional Measure 3 operating program for fiscal year 2023-2024 was approved by the MTC commission on March 27, 2024

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors as follows:

1. That the Executive Director or his designee is authorized to execute and file an appropriate RM3 claim together with all necessary supporting documents, with the Metropolitan Transportation Commission for allocation of RM3 funds in Fiscal Year 2023-2024; and be it further resolved
2. That a copy of this Resolution be transmitted to the Metropolitan Transportation Commission in conjunction with the filing of the claim; and the Metropolitan Transportation Commission be requested to grant the allocation of funds as specified herein; and be it further resolved
3. That LAVTA, and its agents shall comply with the provisions of the Metropolitan Transportation Commission's "Regional Measure 3 Policies and Procedures," (MTC Resolution No. 4404, Amended October 25, 2023); and be it further resolved
4. That LAVTA certifies that the project is consistent with the Regional Transportation Plan (RTP) and is in compliance with the requirements of the California Environmental Quality Act (Public Resources Code Section 21000 et seq.); and be it further resolved
5. That LAVTA approves the updated Operating Assistance Proposal, attached to this resolution; and be it further resolved

6. That LAVTA approves the certification of assurances, attached to this resolution; and be it further resolved
7. That there is no pending or threatened litigation which might in any way adversely affect the proposed project, or the ability of LAVTA to deliver such project; and be it further resolved
8. That LAVTA indemnifies and holds harmless MTC, its Commissioners, representatives, agents, and employees from and against all claims, injury, suits, demands, liability, losses, damages, and expenses, whether direct or indirect (including any and all costs and expenses in connection therewith), incurred by reason of any act or failure to act of LAVTA, its officers, employees or agents, or subcontractors or any of them in connection with its performance of services under this allocation of RM2 funds; and be it further resolved
9. That LAVTA authorizes its Executive Director, or his designee to execute and submit an allocation request for operating or planning costs for Fiscal Year 2023-2024 with MTC for Regional Measure 3 funds, for the project, purposes and amounts included in the project application attached to this resolution; and be it further resolved
10. That the Executive Director, or his designee is hereby delegated the authority to make non-substantive changes or minor amendments to the OAP as he/she deems appropriate.

PASSED AND ADOPTED this 6th day of May 2024.

Melissa Hernandez, Chair

ATTEST:

Christy Wegener, Executive Director

Date: December 20, 2023
W.I.: 1255
Referred by: PAC
Revised: 03/27/24-C

ABSTRACT

Resolution No. 4625, Revised

This resolution adopts the Regional Measure 3 (RM3) Operating Program for FY2023-24.

This resolution includes the following attachment:

Attachment A – FY2023-24 RM3 Operating Program – Streets and Highways Code
30914.7(c)

Attachment A was revised on March 27, 2024 to incorporate programming amounts for sponsors of Express Bus operating projects.

Further discussion of this action is contained in the Programming and Allocations Committee Summary Sheets dated December 13, 2023 and March 13, 2024.

Date: December 20, 2023
W.I.: 1255
Referred by: PAC

RE: Adoption of FY2023-24 RM3 Operating Program

METROPOLITAN TRANSPORTATION COMMISSION
RESOLUTION NO. 4625

WHEREAS, the Metropolitan Transportation Commission (MTC) is the regional transportation planning agency for the San Francisco Bay Area pursuant to California Government Code § 66500 et seq.; and

WHEREAS, Streets and Highways Code Sections 30950 et seq. created the Bay Area Toll Authority (“BATA”), which is a public instrumentality governed by the same board as that governing MTC; and

WHEREAS, on June 5, 2018, a special election was held in the City and County of San Francisco, and the Counties of Alameda, Contra Costa, Marin, Napa, San Mateo, Santa Clara, Solano, and Sonoma (individually, each a “County” and, collectively, the “Counties”) to approve a toll increase of three dollars (\$3.00) phased in over time, including a one dollar (\$1.00) toll increase on January 1, 2019, a one dollar (\$1.00) toll increase on January 1, 2022, and a one dollar (\$1.00) toll increase on January 1, 2025, for vehicles traveling on the state-owned bridges located in the San Francisco Bay Area (“Regional Measure 3”); and

WHEREAS, on September 26, 2018, the Bay Area Toll Authority (“Authority”) adopted Resolution No. 126 accepting certified statements from the Registrar of Voters of the City and County of San Francisco and each of the Counties and observing that a majority of all voters voting on Regional Measure 3 (“RM3”) at such special election voted affirmatively for RM3; and

WHEREAS, on December 19, 2018, the Authority adopted Resolution No. 128 adopting a toll schedule phasing in the toll increase approved pursuant to RM3, effective on January 1, 2019; and

WHEREAS, RM3 establishes the RM3 Expenditure Plan and identifies specific capital projects and operating programs eligible to receive RM3 funding as identified in Sections 30914.7(a) and (c) of the California Streets and Highways Code; and

WHEREAS, RM3 assigns administrative duties and responsibilities for the implementation of the RM3 Expenditure Plan to MTC; and

WHEREAS, BATA shall fund the projects of the RM3 Expenditure Plan by bonding or transfers to MTC; and

WHEREAS, MTC has developed guidelines for the programming and use of the RM3 funds for operating support of transit projects, and

WHEREAS, these guidelines state that MTC will adopt a project specific budget for RM3 operating funds prior to the beginning of each fiscal year, now, therefore be it

RESOLVED, that MTC adopts a program that establishes RM3 operating subsidy amounts for FY2023-24, as outlined in Attachment A and incorporated herewith as though set forth at length; and, be it further

RESOLVED, that the Executive Director is authorized to make programming changes to Attachment A, up to \$200,000 for each project, in consultation with the affected sponsor.

METROPOLITAN TRANSPORTATION COMMISSION

Alfredo Pedroza, Chair

The above resolution was entered into by the Metropolitan Transportation Commission at a regular meeting of the Commission held in San Francisco, California and at other remote locations on December 20, 2023.

Date: December 20, 2023
W.I.: 1255
Referred by: PAC
Revised: 03/27/24-C

Attachment A
MTC Resolution No. 4625

FY 2023-24 RM3 Operating Program -- Streets and Highways Code 30914.7(c)

		Program Amount		
Project #	Project Name	Sponsor	Service (note 1)	(notes 2,3)
1	Transbay Terminal	TJPA	Terminal Operations	\$ 2,990,080
		AC Transit	Express Bus	\$ 6,168,059
		CCCTA	Express Bus	\$ 22,630
		GGBHTD	Express Bus	\$ 2,181,768
		LAVTA	Express Bus	\$ 915,829
2	Regional Express Bus	NVTA	Express Bus	\$ 678,760
		SolTrans	Express Bus	\$ 655,951
		ECCTA	Express Bus	\$ 526,491
		WestCAT	Express Bus	\$ 350,512
Total				\$ 11,500,000
3	Ferry Service	WETA	Ferry Service	\$ 8,700,450
Grand Total				\$ 23,190,530

Notes:

1. Transit operators will be provided increased flexibility for FY 2023-24 to use funds on eligible service to accommodate changing service demand. Sponsors listed for Project 2 must dedicate RM3 operating program funds to their highest ridership express bus routes that serve an intended bridge corridor/s and/or provide a direct connection to BART. Before allocating funds, MTC staff and project sponsor will confirm route eligibility.
2. Amounts shown are subject to approval of the FY 2023-24 BATA Budget and funding availability.
3. Reimbursement is contingent upon execution of the RM3 Operating Agreement between MTC and individual project sponsors. Sponsors should contact MTC for the latest Operating Agreement form.

AGENDA

ITEM 9

STAFF REPORT

SUBJECT: Adoption of a Resolution Approving a New Workplace Violence Prevention Plan Under Senate Bill 553

FROM: Tamara Edwards, Director of Finance

DATE: April 23, 2024

Action Requested

Review and recommend to the Board of Directors approval Resolution 13-2024 adopting a New Workplace Violence Prevention Plan:

Background

On September 20, 2023, Governor Newsom signed Senate Bill No. 553 (“SB 553”) into law, which requires certain California employers to take steps to prevent and respond to workplace violence. Notably, SB 553 added Section 6401.9 to the California Labor Code, which, effective July 1, 2024, requires covered employers to adopt a comprehensive workplace violence prevention plan that must include, among other things, the following:

- The names or job titles of the individuals responsible for implementing and maintaining the workplace violence prevention plan.
- Procedures to obtain the active involvement of employees in developing, implementing, and reviewing the workplace violence prevention plan, including their participation in identifying, evaluating, and correcting workplace violence hazards, designing, and implementing training, and reporting and investigating workplace violence incidents.
- Methods the employer will use to coordinate the implementation of the workplace violation prevention plan among employees in the same facility or department.
- Procedures for the employer to respond to workplace violence and to prohibit retaliation against employees who make reports of workplace violence.
- Procedures for ensuring compliance with the workplace violence prevention plan.
- Procedures for communicating with employees regarding workplace violence matters.

- Procedures for developing and providing training on the employer's workplace violence prevention plan.
- Assessment procedures to identify and evaluate workplace violence hazards.
- Procedures for correcting workplace violence hazards in a timely manner.
- Procedures for post-incident response and investigation. In addition to developing and implementing a workplace violence prevention plan, covered employers must also "record information in a violent incident log about every incident, post incident, response, and workplace violation injury investigation" performed in accordance with the workplace violence prevention plan. California employers subject to the law must also review and update their workplace violence prevention plans on an annual basis and provide an evaluation of the incidents that occurred and maintain records of workplace violence hazards previously identified.

Discussion

Staff has completed a Workplace Violence Protection plan in compliance with SB 553 and will conduct a training with all LAVTA staff. Additionally, LAVTA staff will coordinate with our contractor who shares our facility in regard to preventative measures. The plan identifies any act of violence or threat of violence that occurs in a place of employment. The plan also identifies four types of workplace violence:

Type 1 violence - Workplace violence committed by a person who has no legitimate business at the worksite and includes violent acts by anyone who enters the workplace or approaches employees with the intent to commit a crime.

Type 2 violence - Workplace violence directed at employees by customers, clients, students, or visitors.

Type 3 violence - Workplace violence against an employee by a present or former employee, supervisor, or manager.

Type 4 violence - Workplace violence committed in the workplace by a person who does not work there but has or is known to have had a personal relationship with an employee.

The plan is focused on the prevention of any type of violence through communication with employees, and our contractor who shares our building, regular inspections to identify hazards. Additionally, the plan includes reporting procedures for employees as well as the necessary forms for tracking and investigating incidents.

Recommendation

Staff recommends that the Finance and Administration Committee recommend that the Board of Directors approve the attached Workplace Violence Prevention Plan.

Attachments:

1. LAVTA's Workplace Violence Protection Plan
2. Resolution 13-2024

WORKPLACE VIOLENCE PREVENTION PROGRAM for LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

Our establishment's Workplace Violence Prevention Plan (WVPP) addresses the hazards known to be associated with the four types of workplace violence as defined by [Labor Code \(LC\) section 6401.9](#).

Date of Last Review:

Date of Last Revision(s): None

DEFINITIONS

Emergency - Unanticipated circumstances that can be life threatening or pose a risk of significant injuries to employees or other persons.

Engineering controls - An aspect of the built space or a device that removes a hazard from the workplace or creates a barrier between the employee and the hazard.

Log - The violent incident log required by LC section 6401.9.

Plan - The workplace violence prevention plan required by LC section 6401.9.

Serious injury or illness - Any injury or illness occurring in a place of employment or in connection with any employment that requires inpatient hospitalization for other than medical observation or diagnostic testing, or in which an employee suffers an amputation, the loss of an eye, or any serious degree of permanent disfigurement, but does not include any injury or illness or death caused by an accident on a public street or highway, unless the accident occurred in a construction zone.

Threat of violence - Any verbal or written statement, including, but not limited to, texts, electronic messages, social media messages, or other online posts, or any behavioral or physical conduct, that conveys an intent, or that is reasonably perceived to convey an intent, to cause physical harm or to place someone in fear of physical harm, and that serves no legitimate purpose.

Workplace violence - Any act of violence or threat of violence that occurs in a place of employment.

Workplace violence includes, but is not limited to, the following:

- The threat or use of physical force against an employee that results in, or has a high likelihood of resulting in, injury, psychological trauma, or stress, regardless of whether the employee sustains an injury.
- An incident involving a threat or use of a firearm or other dangerous weapon, including the use of common objects as weapons, regardless of whether the employee sustains an injury.
- The following four workplace violence types:

Type 1 violence - Workplace violence committed by a person who has no legitimate business at the worksite, and includes violent acts by anyone who enters the workplace or approaches

employees with the intent to commit a crime.

Type 2 violence - Workplace violence directed at employees by customers, clients, students, or visitors.

Type 3 violence - Workplace violence against an employee by a present or former employee, supervisor, or manager.

Type 4 violence - Workplace violence committed in the workplace by a person who does not work there, but has or is known to have had a personal relationship with an employee.

Workplace violence does not include lawful acts of self-defense or defense of others.

Work practice controls - Procedures and rules which are used to effectively reduce workplace violence hazards.

RESPONSIBILITY

The WVPP administrator, LAVTA's Executive Director, has the authority and responsibility for implementing the provisions of this plan for the Livermore Amador Valley Transit Authority. If there are multiple persons responsible for the plan, their roles will be clearly described.

Responsible Persons	Job Title/Position	WVPP Responsibility(ies)	Phone #	Email
Christy Wegener	Executive Director	Overall responsibility for the plan; <i>Christy approves the final plan and any major changes.</i>	925-455-7564	cwegener@lavta.org
Tamara Edwards	Director of Finance	Responsible for employee involvement and training; <i>Tamara organizes safety meetings, updates training materials, and handles any reports of workplace violence.</i>	925-455-7566	tedwards@lavta.org
Michael Tobin	Director of Operations	Responsible for emergency response, hazard identification, coordination with other employers/Contractors, and facility safety reviews; <i>Michael conducts safety inspections, coordinates emergency response procedures, and communicates with other employers/contractors about the plan.</i>	925-455-7562	mtobin@lavta.org

All Directors, Managers and Supervisors are responsible for implementing and maintaining the WVPP in their work areas and for answering employee questions about the WVPP.

EMPLOYEE ACTIVE INVOLVEMENT

The Livermore Amador Valley Transit Authority ensures the following policies and procedures to obtain the active involvement of employees and authorized employee representatives in developing and implementing the plan:

- Management will work with and allow employees to participate in:
 - Identifying, evaluating, and determining corrective measures to prevent workplace violence. All employees are responsible for reporting hazards and injury or illness incidents including hazards and incidents related to workplace violence. The WVPP itself must be made available for employee access and review. It can be found posted in the agency breakroom.
 - Designing and implementing training. Creating a workplace environment to both recognize and reduce workplace violence will take continuous education and recognition of diligent safety practices and behaviors that reduce hazards. Ongoing engagement with the WVPP by management and staff can assist with plan compliance.

Reporting and investigating workplace violence incidents: Directors, Managers, and Supervisors are

responsible for completing the Violent Incident Report (Attachment A) with the affected employee before submitting for investigation and violent incident log completion.

- Management will ensure that all workplace violence policies and procedures within this written plan are clearly communicated and understood by all employees. Members of the management team will enforce the rules fairly and uniformly.
- All employees will follow all workplace violence prevention plan directives, policies, and procedures, and assist in maintaining a safe work environment.
- The plan shall be in effect at all times and in all work areas and be specific to the hazards and corrective measures for each work area and operation.

EMPLOYEE COMPLIANCE

Our system to ensure that employees comply with the rules and work practices that are designed to make the workplace more secure, and do not engage in threats or physical actions which create a security hazard for others in the workplace, include at a minimum:

- Training employees, supervisors, and managers in the provisions of the Livermore Amador Valley Transit Authority Workplace Violence Prevention Plan (WVPP). All employees will be required to complete training once a year.
- Provide retraining to employees whose safety performance is deficient with the WVPP.
- Discipline employees for failure to comply with the WVPP in compliance with LAVTA's disciplinary procedures.

COMMUNICATION WITH EMPLOYEES

We recognize that open, two-way communication between our management team, staff, and other employers/contractors about workplace violence issues is essential to a safe and productive workplace. The following communication system is designed to facilitate a continuous flow of workplace violence prevention information between management and staff in a form that is readily understandable by all employees, and consists of one or more of the following:

- New employee orientation includes workplace violence prevention policies and procedures.
- Workplace violence prevention training programs.
- Regularly scheduled meetings that address security issues and potential workplace violence hazards
- Effective communication between employees and supervisors about workplace violence prevention and violence concerns.
- Posted or distributed workplace violence prevention information.
- How employees can report a violent incident, threat, or other workplace violence concern to employer or law enforcement without fear of reprisal or adverse action.
 - Employees can anonymously report a violent incident, threat, of other violence concerns by using the following webpage: <https://trackitnearmiss.com/lavta213214234325/>
 - For emergency response call law enforcement at 911.
- Employees will not be prevented from accessing their mobile or other communication devices to seek emergency assistance, assess the safety of a situation, or communicate with a person to verify their safety. Employees' concerns will be investigated in a timely manner and they will be informed of the results of the investigation and any corrective actions to be taken.
- After an employee has reported their concerns about any threats of violence or workplace violence to

their supervisor, the supervisor will report this information to the Administrator who will investigate the incident. The Administrator will then inform the employee of the results of their investigation and any corrective actions to be taken as part of LAVTA's responsibility in complying with hazard correction measures outlined in the WPVPP plan.

- Employee training on workplace violence will include:
 - The plan;
 - Workplace violence risks that employees may encounter in their jobs;
 - How to recognize the potential for violence and escalating behavior;
 - Strategies to de-escalate behaviors and avoid physical harm;
 - LAVTA's alarm system that is in place to warn of emergencies; and
 - How to report incidents to law enforcement.
- Training will occur:
 - When the plan is first established;
 - At time of hire;
 - Annually for all employees;
 - When a new or previously unrecognized workplace violence hazard has been identified.

COORDINATION WITH OTHER EMPLOYERS

LAVTA will implement the following effective procedures to coordinate implementation of its plan with other employers to ensure that those employers and employees understand their respective roles, as provided in the plan.

- LAVTA shares its Rutan facility with a contractor. LAVTA will coordinate with the contractor in regard to the WPVPP and any hazardous conditions or concerns.
- All employees will be trained on workplace violence prevention.
- Workplace violence incidents involving any employee are reported, investigated, and recorded.
- At a multiemployer worksite, LAVTA will ensure that if its employees experience workplace violence incident that LAVTA will record the information in a violent incident log and shall also provide a copy of that log to the contractor who shares LAVTA's building.

WORKPLACE VIOLENCE INCIDENT REPORTING PROCEDURE

LAVTA will implement the following effective procedures to ensure that:

- All threats or acts of workplace violence are reported to an employee's supervisor or manager, who will inform the WVPP administrator. This will be accomplished by either verbally or in writing. If that's not possible, employees will report incidents directly to the WVPP administrator, the Executive Director.

Employees can report incidents to their supervisor, HR, or through an anonymous online reporting tool.

Workplace Violence Reporting form:

- <https://trackitnearmiss.com/lavta213214234325/>
- A strict non-retaliation policy is in place, and any instances of retaliation are dealt with swiftly and decisively. An employee who retaliates against a coworker for reporting an incident could be disciplined or terminated.

EMERGENCY RESPONSE PROCEDURES

LAVTA has in place the following specific measures to handle actual or potential workplace violence emergencies:

- Effective means to alert employees of the presence, location, and nature of workplace violence emergencies by the following.
 - Text message or phone call.
- When any employee becomes aware of an actual or potential workplace violence emergency, they shall notify the Executive Director and/or their immediate supervisor.
- Employees shall implement the run, hide, fight protocols where appropriate. LAVTA has displayed maps of all emergency exits. Sheltering in place at the Rutan facility will either occur in the “server room” or the back office across from the breakroom depending on where the hazard is located. For the Transit Center sheltering in place will take place in the employee restroom.
- For immediate assistance in an emergency contact emergency services by calling 911 to report the incident and request assistance from law enforcement.

In the event of an emergency, including a Workplace Violence Emergency, contact the following:

Responsible Persons	Job Title/Position	WVPP Responsibility(ies)	Phone #	Email
Michael Tobin	Director of Operations	Responsible for emergency response, hazard identification, and coordination with other employers; Michael conducts safety inspections, coordinates emergency response procedures, and communicates with other employers about the plan.]	925-455-7562	mtobin@lavta.org

- Restraining orders: Employees or other personnel affiliated with LAVTA who have an active restraining order issued against another person that includes the workplace are encouraged to provide a copy of the restraining order to their supervisor and Human Resources. Supervisors who receive notification of a restraining order that includes the workplace will meet with the Executive Director to decide what actions, if any, need to be initiated.

WORKPLACE VIOLENCE HAZARD IDENTIFICATION AND EVALUATION

The following policies and procedures are established and required to be conducted by LAVTA to ensure that workplace violence hazards are identified and evaluated:

- Inspections shall be conducted when the plan is first established, after each workplace violence incident, and whenever the employer is made aware of a new or previously unrecognized hazard.

Review all submitted/reported concerns of potential hazards:

- Weekly review of all submitted and reported concerns.
- Online form for reporting workplace violence hazards
- Voicemail/email/text messages

Periodic Inspections

Periodic inspections of workplace violence hazards will identify unsafe conditions and work practices. This may require assessment for more than one type of workplace violence. Periodic Inspections shall be conducted: monthly.

Periodic inspections to identify and evaluate workplace violence and hazards will be performed by the following designated personnel in the following areas of the workplace:

Specific Person Name/Job Title	Area/Department/Specific location
Michael Tobin, Director of Operations	Rutan and Transit Center Facilities

Inspections for workplace violence hazards include assessing:

- The exterior and interior of the workplace for its attractiveness to robbers.
- The need for violence surveillance measures, such as mirrors and cameras.
- Procedures for employee response during a robbery or other criminal act, including prohibiting employees, who are not security guards, from confronting violent persons or persons committing a criminal act.
- Procedures for reporting suspicious persons or activities.
- Effective location and functioning of emergency buttons and alarms.
- Posting of emergency telephone numbers for law enforcement, fire, and medical services.
- Whether employees have access to a telephone with an outside line.
- Whether employees have effective escape routes from the workplace.
- Whether employees have a designated safe area where they can go to in an emergency.
- Adequacy of workplace security systems, such as door locks, entry codes or badge readers, security windows, physical barriers, and restraint systems.
- Frequency and severity of threatening or hostile situations that may lead to violent acts by persons who are service recipients of our establishment.
- Employees' skill in safely handling threatening or hostile service recipients
- Effectiveness of systems and procedures that warn others of actual or potential workplace violence danger or that summon assistance, e.g., alarms or panic buttons.
- The use of work practices such as the "buddy" system for specified emergency events.
- The availability of employee escape routes.
- How well our establishment's management and employees communicate with each other.
- Access to and freedom of movement within the workplace by non-employees, including recently discharged employees or persons with whom one of our employees is having a dispute.

- Frequency and severity of employees' reports of threats of physical or verbal abuse by managers, supervisors, or other employees.
- Any prior violent acts, threats of physical violence, verbal abuse, property damage or other signs of strain or pressure in the workplace.

WORKPLACE VIOLENCE HAZARD CORRECTION

Workplace violence hazards will be evaluated and corrected in a timely manner. LAVTA will implement the following effective procedures to correct workplace violence hazards that are identified:

- If an imminent workplace violence hazard exists that cannot be immediately abated without endangering employee(s), all exposed employee(s) will be removed from the situation except those necessary to correct the existing condition. Employees necessary to correct the hazardous condition will be provided with the necessary protection, such as gloves and face masks.
- All corrective actions taken will be documented and dated on the Violent Incident Investigation forms.
- Corrective measures for workplace violence hazards will be taken specific to a given work area.

PROCEDURES FOR POST INCIDENT RESPONSE AND INVESTIGATION

After a workplace incident, the WVPP administrator or their designee will implement the following post-incident procedures:

- Visit the scene of an incident as soon as safe and practicable.
- Interview involved parties, such as employees, witnesses, law enforcement, and/or security personnel.
- Review security footage of existing security cameras if applicable.
- Examine the workplace for security risk factors associated with the incident, including any previous reports of inappropriate behavior by the perpetrator.
- Determine the cause of the incident.
- Take corrective action to prevent similar incidents from occurring.
- Record the findings and ensuring corrective actions are taken.
- Obtain any reports completed by law enforcement.
- The violent incident log will be used for every workplace violence incident and will include information, such as:
 - The date, time, and location of the incident.
 - The workplace violence type or types involved in the incident.
 - A detailed description of the incident.
 - A classification of who committed the violence, including whether the perpetrator was a client or customer, family or friend of a client or customer, stranger with criminal intent, coworker, supervisor or manager, partner or spouse, parent or relative, or other perpetrator.
 - A classification of circumstances at the time of the incident, including, but not limited to, whether the employee was completing usual job duties, working in poorly lit areas, rushed, working during a low staffing level, isolated or alone, unable to get help or assistance, working in a community setting, or working in an unfamiliar or new location.

- A classification of where the incident occurred, such as in the workplace, parking lot or other area outside the workplace, or other area.
- The type of incident, including, but not limited to, whether it involved any of the following:
 - Physical attack without a weapon, including, but not limited to, biting, choking, grabbing, hair pulling, kicking, punching, slapping, pushing, pulling, scratching, or spitting.
 - Attack with a weapon or object, including, but not limited to, a firearm, knife, or other object.
 - Threat of physical force or threat of the use of a weapon or other object.
 - Sexual assault or threat, including, but not limited to, rape, attempted rape, physical display, or unwanted verbal or physical sexual contact.
 - Animal attack.
 - Other.
- Consequences of the incident, including, but not limited to:
 - Whether security or law enforcement was contacted and their response.
 - Actions taken to protect employees from a continuing threat or from any other hazards identified as a result of the incident.
 - Information about the person completing the log, including their name, job title, and the date completed.
- Reviewing all previous incidents.

Ensure that no personal identifying information is recorded or documented in the written investigation report. This includes information which would reveal identification of any person involved in a violent incident, such as the person's name, address, electronic mail address, telephone number, social security number, or other information that, alone or in combination with other publicly available information, reveals the person's identity.

TRAINING AND INSTRUCTION

All employees, including managers and supervisors, will have training and instruction on general and job-specific workplace violence practices. These sessions could involve presentations, discussions, and practical exercises. Training and instruction will be provided as follows:

- When the WVPP is first established.
- Annually to ensure all employees understand and comply with the plan.
- Whenever a new or previously unrecognized workplace violence hazard has been identified and when changes are made to the plan. The additional training may be limited to addressing the new workplace violence hazard or changes to the plan.

LAVTA will provide its employees with training and instruction on the definitions found on page 1 of this plan and the requirements listed below:

- The employer's WVPP, how to obtain a copy of the employer's plan at no cost, and how to participate in development and implementation of the employer's plan.
- How to report workplace violence incidents or concerns to the employer or law enforcement without fear of

reprisal.

- Workplace violence hazards specific to the employees' jobs, the corrective measures LAVTA has implemented, how to seek assistance to prevent or respond to violence, and strategies to avoid physical harm.
- The violent incident log and how to obtain copies of records pertaining to hazard identification, evaluation and correction, training records, and violent incident logs.
- Opportunities LAVTA has for interactive questions and answers with a person knowledgeable about the LAVTA plan.

Note: *Employers must use training material appropriate in content and vocabulary to the educational level, literacy, and language of employees.*

EMPLOYEE ACCESS TO THE WRITTEN WVPP

LAVTA ensures that the WVPP plan shall be in writing and shall be available and easily accessible to employees, and representatives of Cal/OSHA at all times. This will be accomplished by posting it in the employee breakroom.

Additionally:

- Whenever an employee requests a copy of the written WVPP, LAVTA will provide the requester with a printed copy of the WVPP, unless the employee or designated representative agrees to receive an electronic copy.
- LAVTA will provide unobstructed access through a company server, which allows employees to review, print, and email the current version of the written WVPP.

RECORDKEEPING

LAVTA will:

- Create and maintain records of workplace violence hazard identification, evaluation, and correction, for a minimum of five (5) years.
- Create and maintain training records for a minimum of one (1) year and include the following:
 - Training dates.
 - Contents or a summary of the training sessions.
 - Names and qualifications of persons conducting the training.
 - Names and job titles of all persons attending the training sessions.
- Maintain violent incident logs for minimum of five (5) years.
- Maintain records of workplace violence incident investigations for a minimum of five (5) years.
 - The records shall not contain medical information per subdivision (j) of section 56.05 of the Civil Code.
- All records of workplace violence hazard identification, evaluation, and correction; training, incident logs and workplace violence incident investigations required by [LC section 6401.9\(f\)](#), shall be made available to Cal/OSHA upon request for examination and copying.

EMPLOYEE ACCESS TO RECORDS

The following records shall be made available to employees, upon request and without cost, for examination and copying within **15 calendar days of a request**:

- Records of workplace violence hazard identification, evaluation, and correction.
- Training records.
- Violent incident logs.

REVIEW AND REVISION OF THE WVPP

The LAVTA WVPP will be reviewed for effectiveness:

- At least annually.
- When a deficiency is observed or becomes apparent.
- After a workplace violence incident.
- As needed.

Review and revision of the WVPP will include the procedures listed in the EMPLOYEE ACTIVE INVOLVEMENT section of this WVPP, as well as the following procedures to obtain the active involvement of employees and authorized employee representatives in reviewing the plan's effectiveness:

- Review of LAVTA's WVPP should include, but is not limited to:
 - Review of incident investigations and the violent incident log.
 - Assessment of the effectiveness of security systems, including alarms, emergency response, and security personnel availability (if applicable).
- Review that violence risks are being properly identified, evaluated, and corrected. Any necessary revisions are made promptly and communicated to all employees. [These revisions could involve changes to procedures, updates to contact information, and additions to training materials.]

EMPLOYER REPORTING RESPONSIBILITIES

As required by [California Code of Regulations \(CCR\), Title 8, Section 342\(a\). Reporting Work-Connected Fatalities and Serious Injuries](#), LAVTA will immediately report to Cal/OSHA any serious injury or illness (as defined by [CCR, Title 8, Section 330\(h\)](#)), or death (including any due to Workplace Violence) of an employee occurring in a place of employment or in connection with any employment.

"I, Christy Wegener, Executive Director of the Livermore Amador Valley Transit Authority, hereby authorize and ensure, the establishment, implementation, and maintenance of this written workplace violence prevention plan and the documents/forms within this written plan. I believe that these policies and procedures will bring positive changes to the workflow, business operations, and overall health and safety as it relates to workplace violence prevention."

Christy Wegener, Executive Director

Signature

Date

Attachment A-Violent Incident Log

This log must be used for every workplace violence incident that occurs in our workplace. At a minimum, it will include the information required by LC section 6401.9(d).

The information that is recorded will be based on:

- Information provided by the employees who experienced the incident of violence.
- Witness statements.
- All other investigation findings.

All information that personally identifies the individual(s) involved will be omitted from this log, such as:

- Names
- Addresses – physical and electronic
- Telephone numbers
- Social security number

Date of occurrence: _____

Approximate time that the incident occurred _____ a.m./p.m.

Location(s) of Incident	Workplace Violence Type (Indicate which type(s) (Type 1, 2,3,4))

Check which of the following describes the type(s) of incident, and explain in detail:

Note: *It's important to understand that "Workplace Violence Type" and "Type of Incident" have separate requirements. For this part of the log, "Type of Incident" specifically refers to the nature or characteristics of the incident being logged. It does not refer to the type of workplace violence.*

- Physical attack without a weapon, including, but not limited to, biting, choking, grabbing, hair pulling, kicking, punching, slapping, pushing, pulling, scratching, or spitting.
- Attack with a weapon or object, including, but not limited to, a firearm, knife, or other object.
- Threat of physical force or threat of the use of a weapon or other object.
- Sexual assault or threat, including, but not limited to, rape, attempted rape, physical display, or unwanted verbal or physical sexual contact.
- Animal attack.
- Other.

Explain: [Provide a detailed description of the incident and any additional information on the violence incident type and what it included. Continue on separate sheet of paper if necessary.]

[For confidentiality, only include the classification of who committed the violence, including whether the perpetrator was a client or customer, family or friend of a client or customer, stranger with criminal intent, coworker, supervisor or manager, partner or spouse, parent or relative, or other perpetrator.]

(Including, but not limited to, whether the employee was completing usual job duties, working in poorly lit areas, rushed, working during a low staffing level, isolated or alone, unable to get help or assistance, working in a community setting, or working in an unfamiliar or new location.)

[Where the incident occurred, such as in the workplace, parking lot or other area outside the workplace, or other area.]

- Whether law enforcement was contacted and their response.
- Actions taken to protect employees from a continuing threat or from any other hazards identified as a result of the incident.

-
- Were emergency medical responders other than law enforcement contacted, such as a Fire Department, Paramedics, On-site First-aid certified personnel? Yes or No. If yes, explain below:

Did the severity of the injuries require reporting to Cal/OSHA? If yes, document the date and time this was done, along with the name of the Cal/OSHA representative contacted.

A copy of this violent incident log needs to be provided to the employer. Indicate when it was provided and to whom.

This violent incident log was completed by:

Name, and Title

Date

Signature

Attachment B – Violent Incident Investigation

The Executive Director or Designee will complete the investigation into the violent incident. Further investigation and resolution of the incident is expected within seven (7) days in addition to submitting a copy of the completed investigation to HR.

Incident Analysis To be completed by Executive Director or Designee:

Has this type of incident occurred before at the workplace? ☐ Yes ☐ No

What were the main factors that contributed to the incident?

What could have prevented or at least minimized the damage caused by this incident?

Post-Incident Response

- ☐ Yes ☐ No Did the employee(s) require medical attention as a result of the incident?
- ☐ Yes ☐ No Did the employee(s) miss work as a result of the incident?
- ☐ Yes ☐ No Did the employee(s) apply for workers' compensation?
- ☐ Yes ☐ No Was critical incident debriefing provided to all affected staff who desired it?
- ☐ Yes ☐ No Was post-trauma counseling offered to affected staff who desired it?
- ☐ Yes ☐ No Was all counseling provided by a professional counselor?

Has there been follow-up with the Employee(s)? ☐ Yes ☐ No

Is this a recurring event? ☐ Yes ☐ No

Are there modifications to be made to WVPP to reflect updated practices? ☐ Yes ☐ No

Describe updates to WVPP _____

Investigation completed by: _____

Department/Job Title: _____

Date: _____ Phone number: _____

Email: _____

RESOLUTION 13-2024

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY APPROVING A NEW WORKPLACE VIOLENCE PREVENTION PLAN UNDER SENATE BILL NO. 553

WHEREAS, the Livermore Amador Valley Transit Authority is a local government agency formed and operating pursuant to Title 1, Division 7, Chapter 5, Article I (§6500, et seq.) of the California Government code, for the purpose of providing coordinated public transportation services; and

WHEREAS, on September 20, 2023, Governor Newsom signed Senate Bill No. 553 (“SB 553”) into law, which requires certain California employers to take steps to prevent and respond to workplace violence; and

WHEREAS, notably, SB 553 added Section 6401.9 to the California Labor Code, which, effective July 1, 2024, requires covered employers to adopt a comprehensive workplace violence prevention plan;

NOW THEREFORE BE IT RESOLVED that the Board of Directors of the Livermore Amador Valley Transit Authority does hereby adopt Resolution xx-2024 approving a New Workplace Violence Prevention Plan Under Senate Bill No. 553 as follows:

- The names or job titles of the individuals responsible for implementing and maintaining the workplace violence prevention plan.
- Procedures to obtain the active involvement of employees in developing, implementing, and reviewing the workplace violence prevention plan, including their participation in identifying, evaluating, and correcting workplace violence hazards, designing and implementing training, and reporting and investigating workplace violence incidents.
- Methods the employer will use to coordinate the implementation of the workplace violence prevention plan among employees in the same facility or department.
- Procedures for the employer to respond to workplace violence and to prohibit retaliation against employees who make reports of workplace violence.
- Procedures for ensuring compliance with the workplace violence prevention plan.
- Procedures for communicating with employees regarding workplace violence matters.
- Procedures for developing and providing training on the employer’s workplace violence prevention plan.
- Assessment procedures to identify and evaluate workplace violence hazards.
- Procedures for correcting workplace violence hazards in a timely manner.

- Procedures for post-incident response and investigation.

APPROVED AND PASSED, this 6th day of May 2024

Melissa Hernandez, Chair

ATTEST:

Christy Wegener, Executive Director

Approves as to form:

Michael Conneran, Legal Counsel

AGENDA

ITEM 10

STAFF REPORT

SUBJECT: Contract Award for RFP #2024-02 for On-Call Creative, Design, and Media Strategy Services

FROM: David Mark, Director of Customer Experience

DATE: April 23, 2024

Action Requested

Staff requests the Finance and Administration Committee recommend that the Board of Directors award a contract for On-Call Creative, Design, and Media Strategy Services to the Joint Venture between Circa Now, LLC and Ben-Her Marketing, LLC for an initial two-year base term with a one-year option term exercisable at LAVTA's sole discretion for a maximum compensation amount of \$878,000.

Background

LAVTA does not provide creative design or media services in-house due to the specialized technical skillset and campaign management resources required for a comprehensive marketing plan. Over the next three years, the agency expects to increase the content quality and frequency of its stakeholder communications, and the Customer Experience team will need marketing tools and subject matter experts to carry out projects supporting the agency's objectives.

Since 2019, LAVTA has utilized qualified consultants to provide On-Call Creative, Design, and Media Strategy Services. LAVTA's previous consultants developed the current website, but LAVTA's rebranding project was disrupted by limited marketing opportunities due to the COVID-19 pandemic. To use staff resources more efficiently and speed up marketing project timelines as needs arise, LAVTA issued Request for Proposals (RFP) #2024-02 for On-Call Creative, Design, and Media Strategy Services. This RFP solicited interested firms that could provide a full range of marketing services including:

- Planning and Strategy Services
- Advertising and Media Services
- Creative Services
- Website and Digital Services
- General Services
- Optional Research Services

RFP Process

LAVTA issued RFP #2024-02 on January 31, 2024, and proposals were due on March 1, 2024. The solicitation was e-mailed to known vendors, posted online at the agency website and TransitTalent.com, and advertised in the East Bay Times. A virtual pre-proposal conference with 21 participants was held on February 15, 2024, and two addenda were issued providing

clarifications and answers to questions received. LAVTA received six (6) proposals prior to the submission deadline from the following firms:

- Staples Marketing, LLC d/b/a Affirm, Pewaukee, Wisconsin
- Axiom of Purpose, San Diego, California
- Celtis Ventures, Inc., Newport Beach, California
- Joint Venture between Circa Now, LLC, Santa Rosa, California; and Ben-Her Marketing, LLC, San Francisco, California (Circa Now and Ben-Her)
- Convey, Inc., Emeryville, California
- Hunter Marketing, Columbus, Ohio

Proposals were evaluated based on the criteria included with the RFP:

Evaluation Criteria	Max Points
Company Qualifications, Experience & References	25
Qualifications and Experience of Key Personnel	25
Approach to Providing Services, Team Organization, and Task Order Management Plan	35
Costs and Value	15
Total =	100

The evaluation committee included LAVTA staff as well as marketing heads from other local and out-of-state public transit agencies, all familiar with the range of projects LAVTA typically undertakes. The committee reviewed the proposals to evaluate and rank the relative strengths of each firm, and subsequently conducted interviews via teleconference on April 3, 2024, with the two top-ranked proposers, Circa Now/Ben-Her and Hunter Marketing. Staff contacted and confirmed references for these proposers. Following interviews, the committee concluded that LAVTA's interests would be best served by Circa Now and Ben-Her. The evaluation committee's composite scores for Circa Now and Ben-Her and Hunter Marketing is as follows:

Firm	Total Points (Avg/ 100 points)
Circa Now / Ben-Her	95
Hunter Marketing	87

Discussion

The Circa Now and Ben-Her joint proposal demonstrated significantly more direct experience and familiarity with the residents and demographics of the Tri-Valley market than the other proposers. They also have existing strong relationships in the local media market to assist in best leveraging our limited advertising budget. The evaluators found their creative work to be superior compared to more conventional transportation template materials offered by other proposers. Circa Now and Ben-Her's staff have done extensive work with various public-sector and transportation agencies including Shasta Regional Transportation Agency (SRTA), Oakland International Airport, and air carrier JSX. Circa Now and Ben-Her also presented a strong branding approach to complete the Tri-Valley Wheels rebranding implementation, which was

disrupted in 2020. Finally, Circa Now and Ben-Her offer a “digital first” approach that can target riders and communities according to their channel and content requirements.

Fiscal Impact

There is no guaranteed amount of work or total compensation under this contract. The services will be provided on an as-needed basis pursuant to task orders issued during the term of the contract. The maximum compensation amount that may be expended under the contract is \$878,000 and is subject to Board-approved funding contained in the annual budget.

Recommendation

Staff recommends the Finance and Administration Committee recommend the Board of Directors approve Resolution 14-2024, authorizing the Executive Director to execute a two-year contract with a one-year option term exercisable at LAVTA’s sole discretion with the joint venture between Circa Now, LLC and Ben-Her Marketing, LLC for On-Call Creative, Design, and Media Strategy Services for a maximum compensation amount of \$878,000.

Attachment:

1. Resolution 14-2024

RESOLUTION 14-2024

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
AWARDING ON-CALL CREATIVE, DESIGN, AND MEDIA STRATEGY SERVICES
CONTRACT TO THE JOINT VENTURE BETWEEN CIRCA NOW, LLC, AND BEN-
HER MARKETING, LLC FOR A MAXIMUM COMPENSATION AMOUNT OF
\$878,000**

WHEREAS, LAVTA requires the services of a qualified firm to provide On-Call Creative, Design, and Media Strategy services on an as-needed basis; and

WHEREAS, the agency issued Request for Proposals (RFP) #2024-02, On-Call Creative, Design, and Media Strategy Services, seeking a firm to provide a range of marketing services related to Planning and Strategy Services, Advertising and Media Services, Creative Services, Website and Digital Services, General Services, and Optional Research Services, among other tasks requested in the RFP; and

WHEREAS, LAVTA utilized the “Best Value” method for procurement, in conformance with applicable procurement guidelines and procedures; and

WHEREAS, the evaluation committee reviewed the six proposals received in response to the RFP, conducted interviews, and determined that the proposal from the Joint Venture between Circa Now, LLC, and Ben-Her Marketing, LLC is responsive to the RFP, provides the best value to LAVTA, and the proposers are responsible; and

WHEREAS, work will be issued on a task order basis as outlined in the RFP, and the consultants will complete the services within the timeframes and budgets specified in each task order; and

WHEREAS, the maximum compensation amount that may be expended under this contract is \$878,000, and funds for the contract shall be within the annual budget adopted by the Board of Directors; and

WHEREAS, staff and the Administration and Finance Committee recommend that the Board of Directors authorize the Executive Director to enter into a contract with the Joint Venture between Circa Now, LLC and Ben-Her Marketing, LLC for On-Call Creative, Design, and Media Strategy Services.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Livermore Amador Valley Transit Authority that the Executive Director is authorized to enter into a contract for On-Call Creative, Design, and Media Strategy Services with the Joint Venture between Circa Now, LLC, and Ben-Her Marketing, LLC for a two year base term for a maximum compensation amount of \$582,000, in a form approved by Legal Counsel; and

BE IT FURTHER RESOLVED that the Board authorizes the Executive Director to exercise an optional 1-year contract extension, which is exercisable at LAVTA’s sole discretion for a maximum compensation amount of \$296,000, and to take all other actions necessary to give effect to this Resolution.

PASSED AND ADOPTED this 6th day of May 2024.

Melissa Hernandez, Chair

Attest:

Christy Wegener, Executive Director

AGENDA

ITEM 11

LAVTA COMMITTEE ITEMS - May 2024 - September 2024

Finance & Administration Committee

May	Action	Info
Minutes	X	
Treasurers Report	X	
Salary Bands/Org Review	X	
HR Policy	X	
Auditor Presentation	X	
June	Action	Info
Minutes	X	
Treasurers Report	X	
LAIF	X	
Conflict of Interest	X	
July - Cancelled	Action	Info
August	Action	Info
Minutes	X	
Treasures Report	X	
September	Action	Info
Minutes	X	
FTA Triennial Review	X	
Cloud Based TSP Design - Task Order	X	