

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

**BOARD OF DIRECTORS MEETING**

**DATE:** September 10, 2018

**PLACE:** Diana Lauterbach Room LAVTA Offices  
1362 Rutan Court, Suite 100, Livermore CA

**TIME:** 4:00pm

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**AGENDA**

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

**2. Roll Call of Members**

**3. Meeting Open to Public**

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

**4. July Wheels Accessible Advisory Committee Minutes Report**

**5. Consent Agenda**

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

- A. **Minutes of the July 2, 2018 Board of Directors meeting.**
- B. **Treasurer's Report for the month of June 2018 (preliminary) and July 2018**

**Recommendation:** The Finance and Administration Committee recommends the Board approve the June 2018 (preliminary) and July 2018 Treasurer's Report.

- C. **Video Surveillance Systems**

**Recommendation:** Staff recommends that the Board of Directors authorize the Executive Director to execute an Agreement between LAVTA and Seon Design USA

Corp. dba MobileView to replace video surveillance systems on 20 LAVTA-owned buses.

**D. Declaration of Surplus Property in Compliance with LAVTA Policy for Disposition of Surplus Property**

**Recommendation:** Staff recommends the Board of Directors declare as surplus nineteen (19) buses, two (2) road supervisor vehicles and authorize their disposal through a method consistent with LAVTA's Policy for Disposition of Surplus Property.

**E. Renaming of the Wheels Accessible Advisory Committee (WAAC)**

**Recommendation:** Approve renaming the Wheels Accessible Advisory Committee (WAAC) to Tri-Valley Accessible Advisory Committee (TAAC).

**F. Resolution in Support of Application for FY 18-19 Funding through the State Transit Assistance State of Good Repair Program**

**Recommendation:** Staff recommends the Board of Directors approve Resolution 23-2018 in support of an allocation request to Caltrans for the State Transit Assistance State of Good Repair (SGR) Program.

**G. One Year Extension to Paratransit Operation Contract to Medical Transportation Management, Inc.**

**Recommendation:** The Finance and Administration committee forward to the Board a recommendation to exercise the second option year and extend the paratransit operations agreement from July 1, 2018 through June 30, 2019.

**H Recognition – Diane Farner – 40 years of service**

**Recommendation:** It is requested that the Board of Directors adopt the attached Resolution appreciating the services of Diane Farner in recognition of her service as a Bus Operator with the Livermore Amador Valley Transit Authority (LAVTA), from 1987 until 2018 and its predecessor the Rideo bus system.

**6. Livermore Historic Railroad Depot Lease Agreement**

**Recommendation:** Staff recommends the Board of Directors approve Resolution 27-2018, authorizing the Executive Director to execute an agreement with the City of Livermore to lease a portion of the City's historic Railroad Depot for long-term use as LAVTA's ticketing office.

**7. Memorandum of Understanding between the City of Dublin and the Livermore Amador Valley Transit Authority for the Shared Autonomous Vehicle Testing Project.**

**Recommendation:** The Projects and Service Committee recommends approval of the memorandum of understanding between LAVTA and the City of Dublin.

**8. Executive Director's Report**

## 9. Matters Initiated by the Board of Directors

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

## 10. Next Meeting Date is Scheduled for: October 1, 2018

## 11. Adjournment

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

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

*/s/ Jennifer Suda*

*9/6/2018*

*LAVTA, Administrative Assistant*

*Date*

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

*Executive Director  
Livermore Amador Valley Transit Authority  
1362 Rutan Court, Suite 100  
Livermore, CA 94551  
Fax: 925.443.1375  
Email: [frontdesk@lavta.org](mailto:frontdesk@lavta.org)*

**AGENDA**

**ITEM 4**



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

**WHEELS Accessible Advisory Committee**

**DATE:** Wednesday, July 11, 2018

**PLACE:** **Robert Livermore Community Center, Sycamore Room**  
4444 East Avenue, Livermore 94550

**TIME:** 3:30 p.m.

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**DRAFT MINUTES**

**1. Call to Order**

The WAAC Chair Herb Hastings called the meeting to order at 3:32 pm.

Members Present:

Judith LaMarre	City of Livermore
Connie Mack	City of Dublin
Shawn Costello	City of Dublin
Sue Tuite	City of Pleasanton
Herb Hastings	County of Alameda
David Weir	County of Alameda – Alternate
Raymond Figueroa	Social Services Member
Amy Mauldin	Social Services Member
Melanie Henry	Social Services Member
Esther Waltz	PAPCO

Staff Present:

Kadri Kulm	LAVTA
Tony McCaulay	LAVTA
Lindsay Bookhammer	MTM
Cheryl Wells	MTM
Christian Pereira	MV Transit

Guests:

Jeff Jacobsen	Dial-A-Ride rider
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- 2. Citizens' Forum: An opportunity for members of the audience to comment on a subject not listed on the agenda (under state law, no action may be taken at this meeting)**  
None
  
- 3. Minutes of the May 2, 2018 meetings of the Committee**  
Approved.  
Tuite/Waltz
  
- 4. WAAC Recruitment for FY19/20**  
Staff and the committee members welcomed the new members David Weir and Bob Chulata to the WAAC. Staff provided the committee members with an updated membership term list.
  
- 5. Establish WAAC Meeting Times and Location for FY 2018/19**  
The committee established meeting dates/times and chose Robert Livermore Community Center for the meeting location.  
Mack/Waltz
  
- 8. PAPCO**  
Esther Waltz reported on the latest PAPCO meeting.
  
- 9. Potential Renaming of the WAAC**  
The committee members discussed the renaming and chose to replace the current name Wheels Accessible Advisory Committee (WAAC) with Tri-Valley Accessibility Advisory Committee (TAAC).
  
- 10. Dial-A-Ride Issues – Suggestions for Changes**  
Shawn Costello said he had issues with the day before automated phone call and Judy LaMarre added that she did not receive a ride reminder call.  
Sue Tuite reported that today's driver was circling around her complex and that it takes long time for the reservations to pick up the phone. Herb Hastings added that the caller id on automated calls should be a local phone number, not 800.

Staff informed the committee on the Proposed Fare Policy Changes with the following highlights:

- Begin on-bus sale of unlimited ride Day Passes at 25 cent discount off the cost of two cash fares (\$3.75 regular, \$1.75 senior/disabled)
- Eliminate transfers
- Eliminate 10-Ride tickets, except for paratransit

- Offer a Youth fare of \$1.60 (must use Youth Clipper Card to qualify)
- Increase Dial-a-Ride Paratransit fare from \$3.50 to \$3.75 in January 2019, then to \$4.00 in January 2020
- Increase Senior/Disabled monthly pass from \$18 to \$22 in January 2019, then \$26 in January 2020, then \$30 in January 2021, so that it eventually becomes half the price of a regular monthly pass

There will be three public hearings:

- Dublin City Hall – Regional Room, Monday September 10, 11 am
- Pleasanton Senior Center – Senior Center Classroom, Monday September 10, 6 pm
- Robert Livermore Community Center – Sycamore Room, Wednesday September 12, 11 am

Public input will also be permitted by mail or email

This item will be at the committee's September meeting agenda.

#### **11. Fixed Route Issues – Suggestions for Changes**

Raymond Figueroa informed the committee that he will be retiring.

#### **12. Adjournment**

**AGENDA**

**ITEM 5A**





## MINUTES OF THE JULY 2, 2018 LAVTA BOARD MEETING

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

Meeting was called to order by Board Chair Scott Haggerty at 4:00pm

### **2. Roll Call of Members**

#### **Members Present**

David Haubert – Mayor, City of Dublin

Janine Thalblum – Councilmember, City of Dublin

Jerry Pentin – Councilmember, City of Pleasanton

Karla Brown – Councilmember, City of Pleasanton

Steven Spedowfski – Councilmember, City of Livermore

Bob Coomber – Councilmember, City of Livermore

Scott Haggerty – Supervisor, County of Alameda

### **3. Meeting Open to Public**

Jerry Pentin, Councilmember from City of Pleasanton, arrived during Meeting Open to Public.

No comments.

### **4. Consent Agenda**

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

#### **A. Minutes of the June 4, 2018 Board of Directors and Special Meeting.**

#### **B. Treasurer’s Report for the month of May 2018**

The Board of Directors approved the May 2018 Treasurer’s Report.

#### **C. LAVTA Annual Salary Band Review**

The Board of Directors approved the attached Resolution 20-2018 adjusting the rates of salary bands for LAVTA employees.

The Board of Directors requested LAVTA staff to provide further information prior to a motion for item 4. D. and will vote on it after items 4. A. through 4. C. are approved.

Approved: Spedowfski/Brown

Aye: Pentin, Brown, Coomber, Haggerty, Spedowfski, Thalblum

No: None

Abstain: None

Absent: Haubert

#### **D. Approve the Purchase of Six Non-revenue Vehicles**

David Haubert, Councilmember from City of Dublin, arrived during Approve the

Purchase of Six Non-revenue Vehicles.

Staff provided the Board of Directors further information regarding the usage of six non-revenue vehicles, reason for purchasing vehicles in Sacramento, funding for the purchases, and the process for procurements.

The item was discussed by the Board of Directors and staff.

Board Chair Scott Haggerty requested going forward that LAVTA contact the Alameda County GSA for these type of purchases, since LAVTA may be able to piggyback on one of their bids. Board Chair Scott Haggerty also suggested going electric to help with community action plans.

The Board of Directors approved Resolution 21-2018 to: (1) award a contract to Downtown Ford, Inc. through the State of California Contract for a total contract award of \$194,029.15; (2) authorize the Executive Director to sign the contract and issue; and (3) approve a 10% project contingency of \$19,402.92 to be used at the discretion of the Executive Director.

Approved: Spedowfski/Pentin

Aye: Haubert, Pentin, Brown, Coomber, Haggerty, Spedowfski, Thalblum

No: None

Abstain: None

Absent: None

## **5. Establishing Standing Committees and Memberships**

Staff requested the Board of Directors to establish committees and memberships.

The Board of Directors confirmed and approved Resolution 22-2018, establishing standing committees, memberships, and officers.

Approved: Brown/Coomber

Aye: Haubert, Pentin, Brown, Coomber, Haggerty, Spedowfski, Thalblum

No: None

Abstain: None

Absent: None

## **6. Proposed Fare Policy Changes**

Staff provided the Board of Directors a handout for review that showed public hearing locations, dates, and times.

The Board of Directors approved and directed staff to open a public comment and review period on proposed fare policy changes and to hold three public hearings, one each in Dublin, Pleasanton and Livermore in September 2018. After consideration of public input, a final staff recommendation will be brought to the Board of Directors in October with an anticipated implementation date of January 1, 2019.

Approved: Pentin/Haubert

Aye: Haubert, Pentin, Brown, Coomber, Haggerty, Spedowfski, Thalblum  
No: None  
Abstain: None  
Absent: None

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

Executive Director Michael Tree provided the Board of Directors the Management Action Plan. Executive Director informed that ridership is up 8.2% over last year and going in the right direction. Executive Director Michael Tree briefly highlighted the SmartTrips Program, SAV media kick-off event, Q'Pod resolution, and the Triennial Audit. MTM has approached LAVTA to discuss the cost of the dispatchers, since the cost was not part of the proposal and MTM has been providing the service at their own expense. There will be meetings over the next couple of months with MTM to discuss the cost of dispatchers and LAVTA will have legal counsel guidance.

Board Member Karla Brown discussed the Paratransit monthly statistics summary with staff and requested accuracy on the stats coming to the Board of Directors.

The Board of Directors discussed other options for the SAV storage with staff and requested that staff come back with a report showing the options available.

## **8. Matters Initiated by the Board of Directors**

None.

## **9. Next Meeting Date is Scheduled for: August 6, 2018**

The Board of Directors canceled the August 6, 2018 meeting, so the next meeting will be on September 10, 2018.

## **10. Adjournment**

Meeting adjourned at 4:37pm

**AGENDA**

**ITEM 5B**



**S T A F F   R E P O R T**

SUBJECT: Preliminary Treasurer's Report for June 2018

FROM: Tamara Edwards, Finance and Grants Manager

DATE: September 10, 2018

**Action Requested**

Review and approve the preliminary LAVTA Treasurer's Report for June 2018.

**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 June1, 2018	\$3,291,812.15
Payments made	\$1,818,936.13
Deposits made	\$594,744.80
Ending balance June 30, 2018	\$2,067,620.82

***Farebox account activity (106):***

Beginning balance June 1, 2018	\$161,812.14
Deposits made	\$117,831.33
Ending balance June 30, 2018	\$279,643.47

***LAIF investment account activity (135):***

Beginning balance June1, 2018	\$5,656,626.63
Ending balance June 30, 2018	\$5,656,626.63

***Operating Expenditures Summary:***

As this is the twelfth 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 100%. The agency is at 89.62% overall, at this time, however not all of the year end accruals have been entered.

***Operating Revenues Summary:***

While expenses are at 89.62%, revenues are at 87.9%, again not all of the year end accruals have been entered.

**Recommendation**

The Finance and Administration Committee recommends the Board approve the Preliminary June 2018 Treasurer's Report.

Attachments:

1. Preliminary June 2018 Treasurer's Report

*Approved:* \_\_\_\_\_

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY  
BALANCE SHEET  
FOR THE PERIOD ENDING:  
June 30, 2018**

**ASSETS:**

101 PETTY CASH	200	
102 TICKET SALES CHANGE	240	
105 CASH - GENERAL CHECKING	2,067,621	
106 CASH - FIXED ROUTE ACCOUNT	279,643	
107 Clipper Cash	572,442	
120 ACCOUNTS RECEIVABLE	844,448	
135 INVESTMENTS - LAIF	5,656,627	
150 PREPAID EXPENSES	151,239	
160 OPEB ASSET	536,342	
165 DEFFERED OUTFLOW-Pension Related	380,844	
170 INVESTMENTS HELD AT CALTIP	0	
111 NET PROPERTY COSTS	57,730,810	
<b>TOTAL ASSETS</b>		<b>68,220,455</b>

**LIABILITIES:**

205 ACCOUNTS PAYABLE	366,380	
211 PRE-PAID REVENUE	1,933,376	
21101 Clipper to be distributed	255,012	
22000 FEDERAL INCOME TAXES PAYABLE	34	
22010 STATE INCOME TAX	(10)	
22020 FICA MEDICARE	(57)	
22050 PERS HEALTH PAYABLE	0	
22040 PERS RETIREMENT PAYABLE	(330)	
22030 SDI TAXES PAYABLE	0	
22070 AMERICAN FIDELITY INSURANCE PAYABLE	(790)	
22090 WORKERS' COMPENSATION PAYABLE	1,185	
22100 PERS-457	0	
22110 Direct Deposit Clearing	0	
23101 Net Pension Liability	886,251	
23104 Deferred Inflow- Pension Related	79,607	
23103 INSURANCE CLAIMS PAYABLE	72,689	
23102 UNEMPLOYMENT RESERVE	8,300	
<b>TOTAL LIABILITIES</b>		<b>3,601,649</b>

**FUND BALANCE:**

301 FUND RESERVE	(4,812,531)	
304 GRANTS, DONATIONS, PAID-IN CAPITAL	70,519,984	
30401 SALE OF BUSES & EQUIPMENT	55,390	
FUND BALANCE	(1,144,037)	
<b>TOTAL FUND BALANCE</b>		<b>64,618,807</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>		<b>68,220,456</b>

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY  
REVENUE REPORT  
FOR THE PERIOD ENDING:  
June 30, 2018**

<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>BUDGET</b>	<b>CURRENT MONTH</b>	<b>YEAR TO DATE</b>	<b>BALANCE AVAILABLE</b>	<b>PERCENT BUDGET EXPENDED</b>
4010100	Fixed Route Passenger Fares	1,473,687	132,984	1,460,222	13,465	99.1%
4020000	Business Park Revenues	203,170	0	176,397	26,773	86.8%
4020500	Special Contract Fares	399,028	81,942	368,141	30,887	92.3%
4020500	Special Contract Fares - Paratransit	42,000	0	37,781	4,219	90.0%
4010200	Paratransit Passenger Fares	203,000	18,975	167,041	35,959	82.3%
4060100	Concessions	50,972	0	31,697	19,275	62.2%
4060300	Advertising Revenue	90,000	0	95,000	(5,000)	105.6%
4070400	Miscellaneous Revenue-Interest	6,000	(10,904)	(600)	6,600	-10.0%
4070300	Non transportation revenue	56,400	5,864	57,034	(634)	100.0%
4090100	Local Transportation revenue (TFCA RTE B	479,000	0	0	479,000	100.0%
4099100	TDA Article 4.0 - Fixed Route	9,778,570	0	9,778,570	-	100.0%
4099500	TDA Article 4.0-BART	98,995	7,056	98,995	-	100.0%
4099200	TDA Article 4.5 - Paratransit	133,864	0	124,554	9,310	93.0%
4099600	Bridge Toll- RM2, RM1	913,836	0	435,627	478,209	47.7%
4110100	STA Funds-Paratransit	56,773	28,387	52,642	4,131	92.7%
4110500	STA Funds- Fixed Route BART	591,679	147,922	591,679	-	100.0%
4110100	STA Funds-pop	592,225	0	606,418	(14,193)	102.4%
4110100	STA Funds- rev	173,758	0	173,758	-	100.0%
4110100	STA Funds- Lifeline	-	0	0	-	#DIV/0!
4130000	FTA Section 5307 Preventative Maint.	444,777	0	0	444,777	100.0%
4130000	FTA Section 5307 ADA Paratransit	342,169	0	0	342,169	0.0%
4130000	FTA TPI	104,000	0	0	104,000	100.0%
4130000	FTA JARC and NF	-	0	421	(421)	#DIV/0!
4130000	FTA 5311	-	0	0	-	#DIV/0!
4640500	Measure B Gap		0	12,656	(12,656)	100.0%
4640500	Measure B Express Bus	100,000	0	0	100,000	100.0%
4640100	Measure B Paratransit Funds-Fixed Route	905,892	72,983	835,924	69,968	92.3%
4640100	Measure B Paratransit Funds-Paratransit	170,441	13,731	313,448	(143,007)	183.9%
4640200	Measure BB Paratransit Funds-Fixed Route	670,032	53,730	457,352	212,680	68.3%
4640200	Measure BB Paratransit Funds-Paratransit	285,657	22,907	261,566	24,091	91.6%
<b>TOTAL REVENUE</b>		<b>18,365,925</b>	<b>575,577</b>	<b>16,136,321</b>	<b>2,229,604</b>	<b>87.9%</b>



**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY  
OPERATING EXPENDITURES  
FOR THE PERIOD ENDING:  
June 30, 2018**

	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
501 02 Salaries and Wages	\$1,362,014	\$97,417	\$1,355,349	\$6,665	99.51%
502 00 Personnel Benefits	\$942,989	\$143,774	\$793,174	\$149,815	84.11%
503 00 Professional Services	\$936,878	\$74,478	\$736,100	\$200,778	78.57%
503 05 Non-Vehicle Maintenance	\$636,214	\$30,283	\$485,307	\$149,474	76.28%
503 99 Communications	\$9,500	\$1,199	\$2,361	(\$258)	24.85%
504 01 Fuel and Lubricants	\$1,174,700	\$75,574	\$811,707	\$362,993	69.10%
504 03 Non contracted vehicle maintenance	\$19,550	\$0	\$2,895	\$16,655	14.81%
504 99 Office/Operating Supplies	\$28,700	\$4,484	\$62,364	(\$33,664)	217.30%
504 99 Printing	\$54,500	\$976	\$20,993	\$33,507	38.52%
505 00 Utilities	\$276,000	\$20,450	\$274,348	\$1,652	99.40%
506 00 Insurance	\$637,238	\$485	\$472,666	\$164,572	74.17%
507 99 Taxes and Fees	\$302,000	\$7,057	\$87,533	\$214,467	28.98%
508 01 Purchased Transportation Fixed Route	\$9,338,719	\$736,481	\$9,042,552	\$317,603	96.83%
2-508 02 Purchased Transportation Paratransit	\$1,994,500	\$125,865	\$1,623,309	\$371,191	81.39%
508 03 Purchased Transportation WOD	\$75,000	\$0	\$20,016	\$54,984	26.69%
509 00 Miscellaneous	\$434,323	(\$3,070)	\$572,217	(\$137,117)	131.75%
509 02 Professional Development	\$38,100	\$8,501	\$26,307	\$11,793	69.05%
509 08 Advertising	\$95,000	\$7,965	\$61,083	\$33,917	64.30%
<b>TOTAL</b>	<b>\$18,355,925</b>	<b>\$1,331,921</b>	<b>\$16,450,282</b>	<b>\$1,919,027</b>	<b>89.62%</b>

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY  
CAPITAL REVENUE AND EXPENDITURE REPORT (Page 1 of 2)  
FOR THE PERIOD ENDING:  
June 30, 2018**

<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>BUDGET</b>	<b>CURRENT MONTH</b>	<b>YEAR TO DATE</b>	<b>BALANCE AVAILABLE</b>	<b>PERCENT BUDGET EXPENDED</b>
<b>REVENUE DETAILS</b>						
4090594	TDA (office and facility equip)	100,000	0	0	100,000	0.00%
4090194	TDA Shop repairs and replacement	85,000	0	70,375	14,625	82.79%
4091794	Bus stop improvements	212,461	0	0	212,461	0.00%
4092394	TDA Bus replacement	2,738,770	0	2,721,926	16,844	99.38%
4090994	TDA IT Upgrades and Replacements	35,000	0	5,071	29,929	14.49%
4090794	TDA Transit Center Improvements	273,493	0	75,000	198,493	27.42%
409??94	TDA (Transit Capital)	100,000	0	14,721	85,279	14.72%
4092094	TDA (Major component rehab)	30,000	0	6,201	23,799	20.67%
4091294	TDA Doolan Tower Upgrade	10,000	0	0	10,000	0.00%
4090894	TDA TPI	66,000	0	6,542	59,458	9.91%
4092194	TDA Rebranding bus wrap	175,000	0	0	175,000	0.00%
4091594	TDA Farebox upgrade	101,758	0	35,008	66,750	34.40%
4090394	TDA Non revenue vehicle replacement	144,800	0	0	144,800	0.00%
4092396	Bridge Tolls Bus Replacement	535,578	0	535,578	0	100.00%
4091701	CTC CIP Shelters	1,600,000	0	0	1,600,000	0.00%
409xx01	TVTC TSP	1,140,000	0	0	1,140,000	0.00%
4111700	PTMISEA Shelters and Stops	117,539	0	0	117,539	0.00%
41124	Prob 1B Security upgrades	36,696	0	0	36,696	0.00%
41114	Prop 1B Wifi	36,696	0	0	36,696	0.00%
41107	PTMISEA Transit Center Improvements	126,507	0	0	126,507	0.00%
41105	PTMISEA Office improvements	177,390	0	0	177,390	0.00%
41308	TPI	504,564	0	370,756	133,808	73.48%
41315	FTA Farebox upgrade	398,242	0	0	398,242	0.00%
41304	FTA BRT	300,000	0	24,214	275,786	8.07%
41303	FTA non revenue vehicle upgrade	367,200	0	0	367,200	0.00%
41323	FTA Bus replacements	12,312,300	48,212	10,984,542	1,327,758	89.22%
<b>TOTAL REVENUE</b>		<b>21,724,994</b>	<b>48,212</b>	<b>14,849,934</b>	<b>6,875,060</b>	<b>68.35%</b>

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY**  
**CAPITAL REVENUE AND EXPENDITURE REPORT (Page 2 of 2)**  
**FOR THE PERIOD ENDING:**  
**June 30, 2018**

ACCOUNT	DESCRIPTION	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
<b>EXPENDITURE DETAILS</b>						
<b>CAPITAL PROGRAM - COST CENTER 07</b>						
5550107	Shop Repairs and replacement	85,000	0	84,020	980	98.85%
5550207	New MOA Facility (Satelite Facility)	-	0	0	0	#DIV/0!
5550307	Non revenue vehicle replacement	512,000	0	0	512,000	0.00%
5550407	BRT	-	0	17,877	(17,877)	#DIV/0!
5550507	Office and Facility Equipment	277,390	0	87,184	190,206	31.43%
5550607	511 Integration	-	0	75,000	(75,000)	#DIV/0!
	TSP upgrade	1,140,000	0	0	1,140,000	0.00%
5550807	Dublin TPI project	570,564	0	376,998	193,566	66.07%
5550907	IT Upgrades and replacement	35,000	0	5,071	29,929	14.49%
5551007	Transit Center Upgrades and Improvements	400,000	0	32,812	367,188	8.20%
5551207	Doolan Tower upgrade	10,000	0	0	10,000	0.00%
5551407	Wifi	36,696	0	0	36,696	0.00%
5551507	Farebox upgrade	500,000	354,582	371,385	128,615	74.28%
5551707	Bus Shelters and Stops	2,230,000	0	48,109	2,181,891	2.16%
5552007	Major component rehab	30,000	0	48,188	(18,188)	160.63%
5552107	Rebranding bus wrap	175,000	0	0	175,000	0.00%
5552307	Bus replacement	15,586,648	0	14,573,592	1,013,056	93.50%
5552407	Security upgrades	36,696	0	0	36,696	0.00%
555??07	Transit Capital	100,000	0	14,384	85,616	14.38%
	<b>TOTAL CAPITAL EXPENDITURES</b>	<b>21,724,994</b>	<b>354,582</b>	<b>15,734,621</b>	<b>5,990,373</b>	<b>72.43%</b>
	<b>FUND BALANCE (CAPITAL)</b>	<b>0.00</b>	<b>(306,370)</b>	<b>(884,687)</b>		
	<b>FUND BALANCE (CAPTIAL &amp; OPERATING)</b>	<b>0.00</b>	<b>(1,059,294)</b>	<b>(1,185,264)</b>		

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

[www.treasurer.ca.gov/pmia-laif/laif.asp](http://www.treasurer.ca.gov/pmia-laif/laif.asp)  
July 24, 2018

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

PMIA Average Monthly Yields

**Account Number:**  
80-01-002

Tran Type Definitions

June 2018 Statement

**Account Summary**

Total Deposit:	0.00	Beginning Balance:	5,670,400.62
Total Withdrawal:	0.00	Ending Balance:	5,670,400.62



Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
06-18	H8542	06/30/18	VER01 (VERIZON WIRELESS)		1,322.95	.00	1,322.95	VER01, 9809598581, 5/23-6
	H8543	06/30/18	BAN03 (BANKCARD CENTER)		1,938.36	.00	1,938.36	BAN03, JAN-18 BOW CC STAT
	H8544	06/30/18	BAN03 (BANKCARD CENTER)		5,980.96	.00	5,980.96	BAN03, MAR-18 CC STATEMEN
	H8545	06/30/18	BAN03 (BANKCARD CENTER)		8,149.20	.00	8,149.20	BAN03, APR-18 BOW CC STAT
	020657	06/14/18	ATT02 (AT&T )		384.82	.00	384.82	Automatic Generated Check
	020658	06/14/18	AVI01 (AMADOR VALLEY INDUSTRIES)		367.77	.00	367.77	Automatic Generated Check
	020659	06/14/18	BIC01 (BICKMORE & ASSOCIATES INC)		4,400.00	.00	4,400.00	Automatic Generated Check
	020660	06/14/18	CALL3 (CALIFORNIA TRANSIT)		605.11	.00	605.11	Automatic Generated Check
	020661	06/14/18	CUB01 (CUBIC TRANSPORTATION SYSTEMS)		1,500.00	.00	1,500.00	Automatic Generated Check
	020662	06/14/18	DAY02 (DAY & NIGHT PEST CONTROL)		218.00	.00	218.00	Automatic Generated Check
	020663	06/14/18	EME01 (EMERALD LANDSCAPE CO INC)		1,226.00	.00	1,226.00	Automatic Generated Check
	020664	06/14/18	GEN05 (GENFARE)		354,582.35	.00	354,582.35	Automatic Generated Check
	020665	06/14/18	HUN01 (HUNTER PARTS & SERVICE INC)		192.22	.00	192.22	Automatic Generated Check
	020666	06/14/18	JTH01 (J. THAYER COMPANY)		143.94	.00	143.94	Automatic Generated Check
	020667	06/14/18	KKI01 (ALPHA MEDIA LLC)		7,000.00	.00	7,000.00	Automatic Generated Check
	020668	06/14/18	KOF01 (KOFF & ASSOCIATES)		3,705.00	.00	3,705.00	Automatic Generated Check
	020669	06/14/18	LIV10 (LIVERMORE SANITATION INC)		2,315.68	.00	2,315.68	Automatic Generated Check
	020670	06/14/18	MET01 (METROPOLITAN TRANSPORT-)		13,341.44	.00	13,341.44	Automatic Generated Check
	020671	06/14/18	PAC11 (PACIFIC ENVIROMENTAL SERV)		240.00	.00	240.00	Automatic Generated Check
	020672	06/14/18	SCF01 (SC FUELS)		41,178.07	.00	41,178.07	Automatic Generated Check
	020673	06/14/18	SDG01 (STEER DAVIES & GLEAVE INC.)		44,961.00	.00	44,961.00	Automatic Generated Check
	020674	06/14/18	SOL01 (SOLUTIONS FOR TRANSIT)		2,083.33	.00	2,083.33	Automatic Generated Check
	020675	06/14/18	TEL01 (TPx COMMUNICATIONS)		1,972.80	.00	1,972.80	Automatic Generated Check
	020676	06/14/18	TIC01 (MICKIE GARCIA)		168.00	.00	168.00	Automatic Generated Check
	020677	06/14/18	TRA12 (TRAPEZE SOFTWARE GROUP)		9,915.00	.00	9,915.00	Automatic Generated Check
	020678	06/14/18	TX112 (DARRELL DION)		97.00	.00	97.00	Automatic Generated Check
	020679	06/14/18	TX133 (SAROJA IYER)		150.71	.00	150.71	Automatic Generated Check
	020680	06/14/18	TX162 (SANDRA LANGLOTZ)		186.38	.00	186.38	Automatic Generated Check
	020681	06/14/18	TX191 (ROSE RAHAILA)		9.78	.00	9.78	Automatic Generated Check
	020682	06/14/18	TX195 (CHARLES CREACY)		30.05	.00	30.05	Automatic Generated Check
	020683	06/14/18	VAL02 (VALLEY PLUMBING HOME)		347.63	.00	347.63	Automatic Generated Check
	020684	06/29/18	AIM01 (AIM TO PLEASE JANITORIAL SER		23,400.00	.00	23,400.00	Automatic Generated Check
	020685	06/29/18	AME02 (APTA )		18,000.00	.00	18,000.00	Automatic Generated Check
	020686	06/29/18	AME03 (AMERICAN PUB TRANSP ASSN)		190.50	.00	190.50	Automatic Generated Check
	020687	06/29/18	CIS01 (CISCO AIR SYSTEMS INC)		1,039.44	.00	1,039.44	Automatic Generated Check
	020688	06/29/18	CIT06 (CITY OF LIVERMORE SEWER)		266.95	.00	266.95	Automatic Generated Check
	020689	06/29/18	COR01 (CORBIN WILLITS SYSTEMS)		239.45	.00	239.45	Automatic Generated Check
	020690	06/29/18	DAI01 (ALLIANT INSURANCE SERVICE)		21,866.08	.00	21,866.08	Automatic Generated Check
	020691	06/29/18	DIR01 (DIRECT TV)		14.00	.00	14.00	Automatic Generated Check
	020692	06/29/18	FEH01 (FEHR & PEERS)		4,966.50	.00	4,966.50	Automatic Generated Check
	020693	06/29/18	HAN01 (HANSON BRIDGETT MARCUS)		5,328.50	.00	5,328.50	Automatic Generated Check
	020694	06/29/18	IPC01 (IPC (USA) INC)		20,478.07	.00	20,478.07	Automatic Generated Check
	020695	06/29/18	LIV04 (LIVERMORE CHAMBER)		445.00	.00	445.00	Automatic Generated Check
	020696	06/29/18	PER02 (CALPERS RETIREMENT SYSTEM)		129,940.00	.00	129,940.00	Automatic Generated Check
	020697	06/29/18	PLA02 (PLANETERIA MEDIA LLC)		650.00	.00	650.00	Automatic Generated Check
	020698	06/29/18	SCF01 (SC FUELS)		19,547.45	.00	19,547.45	Automatic Generated Check
	020699	06/29/18	SHA02 (SHAMROCK OFFICE SOLUTIONS)		299.24	.00	299.24	Automatic Generated Check
	020700	06/29/18	TX194 (MARIAN TOSTE)		17.85	.00	17.85	Automatic Generated Check
	020701	06/29/18	TX196 (PAULINE VIANO)		34.85	.00	34.85	Automatic Generated Check
	020702	06/29/18	VAL02 (VALLEY PLUMBING HOME)		194.79	.00	194.79	Automatic Generated Check
Total for Bank Account 105 ----->					1,818,936.13	.00	1,818,936.13	
Grand Total of all Bank Accounts ----->					1,818,936.13	.00	1,818,936.13	

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
06-18	AIM01 (AIM TO PLEASE JANITORIAL SE	1045	05/02/18	06/01/18	A	10500.00	AIM01, 1045, APR-18 BUS STOP CLEANING SERVIC
		1046	06/14/18	07/14/18	A	10500.00	AIM01, 1046, MAY-18 BUS STOP CLEANING SERVIC
		32A-APR18	06/14/18	07/14/18	A	200.00	AIM01, APR-18 JANITORIAL ADDITIONAL ATLANTIS
		33-MAY-18	06/14/18	07/14/18	A	2200.00	AIM01, MAY-18 JANITORIAL MONTHLY SERVICE
Vendor's Total ----->						23400.00	
06-18	AME02 (APTA )	328777	06/11/18	07/11/18	A	18000.00	AME02, 328777, FY19 MEMBERSHIP REF #1033
06-18	AME03 (AMERICAN PUB TRANSP ASSN)	090541	05/30/18	06/29/18	A	190.50	AME03, 090541, PO #6792 DIRECTOR OF PLANNING
06-18	AME06 (AMERICAN FIDELITY ASSURANCE	FSA06-18H	05/04/18	06/03/18	A	778.34	AME06, JUN-18 FLEXIBLE SPENDING ACCOUNT
		FSA07-18H	06/04/18	07/04/18	A	778.34	AME06, JULY-18 FLEXIBLE SPENDING ACCOUNT
		SUPP05-18H	05/16/18	06/15/18	A	446.04	AME06, MAY-18 SUPPLEMENTAL INSURANCE
		SUPP06-18H	06/19/18	07/19/18	A	446.04	AME06, JUN-18 SUPPLEMENTAL INSURANCE
Vendor's Total ----->						2448.76	
06-18	ATT02 (AT&T )	11493323	06/13/18	07/13/18	A	384.82	ATT02, 11493323, PAYER #9391035694 5/13-6/12
06-18	AVI01 (AMADOR VALLEY INDUSTRIES)	688239	05/31/18	06/30/18	A	367.77	AVI01, 688239, MAY-18 GARBAGE PICK UP SERVIC
06-18	BAN03 (BANKCARD CENTER)	APR-2018H	04/28/18	05/28/18	A	8149.20	BAN03, APR-18 BOW CC STATEMENT
		DEC-2017H	12/28/17	01/27/18	A	4444.48	BAN03, DEC-17 BOW CC STATEMENT
		FEB-2018H	02/28/18	03/30/18	A	9427.81	BAN03, FEB-18 BOW CC STATEMENT
		JAN-2018H	01/28/18	02/27/18	A	1938.36	BAN03, JAN-18 BOW CC STATEMENT
		MAR-2018H	03/28/18	04/27/18	A	5980.96	BAN03, MAR-18 CC STATEMENT
Vendor's Total ----->						29940.81	
06-18	BIC01 (BICKMORE & ASSOCIATES INC)	BRS-16934	06/12/18	07/12/18	A	4400.00	BIC01, BRS-0016934, PO #6492 GASB75 JULY REP
06-18	BRO03 (KARLA SUE BROWN)	JUN-2018H	06/30/18	07/30/18	A	200.00	BRO03, JUN-18 BOD STIPEND
		MAY-2018H	06/01/18	07/01/18	A	200.00	BRO03, MAY-18 BOD STIPEND
Vendor's Total ----->						400.00	
06-18	CAL04 (CALIFORNIA WATER SERVICE)	198051718H	05/17/18	06/16/18	A	179.96	CAL04, 0198655555, BUS WASH 4/19-5/16/18
		257053118H	06/19/18	07/19/18	A	51.71	CAL04, 257053118, TC FIRE 6/1-6/30/18
		361060118H	06/01/18	07/01/18	A	261.35	CAL04, 3616555555, TC WATER 5/1-5/31/18
		461060118H	06/20/18	07/20/18	A	457.96	CAL04, 4616555555, TC IRRG. 5/1-5/31/18
		475053118H	06/19/18	07/19/18	A	68.95	CAL04, 4755555555, MOA FIRE 6/1-6/30/18
		575053118H	05/31/18	06/30/18	A	68.95	CAL04, 5755555555, CONTRACTOR FIRE 6/1-6/30/18
		909051718H	06/05/18	07/05/18	A	809.71	CAL04, 9098655555, MOA WATER 4/19-5/16/18
		Vendor's Total ----->					
06-18	CAL13 (CALIFORNIA TRANSIT)	312018MAY	06/06/18	07/06/18	A	605.11	CAL13, 31-2018-MAY, MAY-18 INSURANCE CLAIMS
06-18	CAL15 (CALTRONICS BUSINESS SYS)	2542207H	06/19/18	07/19/18	A	201.47	CAL15, 2542207, BIZHUB THRU 6/15/18
06-18	CIS01 (CISCO AIR SYSTEMS INC)	125043-1	06/19/18	07/19/18	A	283.84	CIS01, 125043-1, PO #6762 REPLACE DRYER FLOA
		125122-1	06/20/18	07/20/18	A	755.60	CIS01, 125122-1, PO #6802 COMPRESSOR #1 SWIT
Vendor's Total ----->						1039.44	
06-18	CIT06 (CITY OF LIVERMORE SEWER)	BW061918	06/19/18	07/19/18	A	29.67	CIT06, 138143-00, BUS WASH 5/15-6/19/18
		TC061218	06/12/18	07/12/18	A	94.77	CIT06, 133389-00, TRANSIT CENTER 5/8-6/12/18
		MOA061918	06/19/18	07/19/18	A	142.51	CIT06, 133294-00, MOA SEWER 5/15-6/19/18
Vendor's Total ----->						266.95	
06-18	CIT07 (CITY OF LIVERMORE - WATER)	388060518H	06/05/18	07/05/18	A	106.09	CIT07, 139388-00, BUS WASH 5/1-6/5/18
		431060518H	06/19/18	07/19/18	A	39.17	CIT07, 138431-00, ATLANTIS IRRG. 5/1-6/5/18
Vendor's Total ----->						145.26	
06-18	COO03 (BOB COOMBER)	JUN-2018H	06/30/18	07/30/18	A	100.00	COO03, JUN-18 BOD STIPEND
		MAY-2018H	06/01/18	07/01/18	A	100.00	COO03, MAY-18 BOD STIPEND
Vendor's Total ----->						200.00	
06-18	COR01 (CORBIN WILLITS SYSTEMS)	B806151	06/15/18	07/15/18	A	239.45	COR01, B806151, JUN-18 SERVICE

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
06-18	CUB01 (CUBIC TRANSPORTATION SYSTEM368004651)	368004651	06/11/18	07/11/18	A	1500.00	CUB01, 36800465-1, PO #6786 PRELOAD ECO PASS
06-18	DAI01 (ALLIANT INSURANCE SERVICE)	2048647	05/29/18	06/28/18	A	21866.08	DAI01, 2048647, FY19 ALL RISK LIABILITY INSU
06-18	DAY02 (DAY & NIGHT PEST CONTROL)	134101	05/29/18	06/28/18	A	218.00	DAY02, 134101, 5/24/18 RUTAN SERVICE
06-18	DELO5 (ALLIED ADMIN/DELTA DENTAL)	JUN-2018H JULY-2018H	05/25/18 06/25/18	06/24/18 07/25/18	A A	2168.97 2168.97	DELO5, JUN-18 DENTAL INSURANCE DELO5, JULY-18 DENTAL INSURANCE
				Vendor's Total ----->		4337.94	
06-18	DIR01 (DIRECT TV)	405290808	06/11/18	07/11/18	A	14.00	DIR01, 34405290808, JUN-18 SERVICE
06-18	DIR02 (DIRECT DEPOSIT OF PAYROLL C	20180601H 20180615H	06/08/18 06/22/18	07/08/18 07/22/18	A A	34439.08 38308.90	DIR02, PR DIRECT DEPOSIT 5/19-6/1/18 DIR02, PR DIRECT DEPOSIT 6/2-6/15/18
				Vendor's Total ----->		72747.98	
06-18	EDW01 (TAMARA EDWARDS)	JUN-2018H	06/27/18	07/27/18	A	56.33	EDW01, JUN-18 EXPENSE REIMBURSE
06-18	EFT01 (ELECTRONIC FUND TRANFERS)	20180601H 20180615H	06/08/18 06/20/18	07/08/18 07/20/18	A A	5746.33 7148.01	EFT01, FEDERAL TAXES 5/19-6/1/18 EFT01, FEDERAL TAXES 6/2-6/15/18
				Vendor's Total ----->		12894.34	
06-18	EME01 (EMERALD LANDSCAPE CO INC)	313837	06/01/18	07/01/18	A	1226.00	EME01, 313837, JUN-18 LANDSCAPING SERVICES
06-18	EMP01 (EMPLOYMENT DEVEL DEPT)	20180601H 20180615H	06/08/18 06/20/18	07/08/18 07/20/18	A A	2221.93 2629.18	EMP01, STATE TAXES 5/19-6/1/18 EMP01, STATE TAX 6/2-6/15/18
				Vendor's Total ----->		4851.11	
06-18	FEH01 (FEHR & PEERS)	123088	06/12/18	07/12/18	A	4966.50	FEH01, 123088, RFP 2017-15 GO DUBLIN 4/28-5/
06-18	GEN05 (GENFARE)	90134769 90134778 90134853	05/30/18 05/31/18 06/06/18	06/29/18 06/30/18 07/06/18	A A A	95.00 348638.60 5848.75	GEN05, 90134769, PO #6543 FAST FARE TEST-FRE GEN05, 90134778, PO #6637 FAREBOX REPLACE:EQ GEN05, 90134853, PO #6637 FAREBOX REPLACE:LI
				Vendor's Total ----->		354582.35	
06-18	HAG01 (SCOTT HAGGERTY)	JUN-2018H MAY-2018H	06/30/18 06/01/18	07/30/18 07/01/18	A A	200.00 200.00	HAG01, JUN-18 BOD STIPEND HAG01, MAY-18 BOD STIPEND
				Vendor's Total ----->		400.00	
06-18	HAN01 (HANSON BRIDGETT MARCUS)	1215071 1215072 1215073	05/31/18 05/31/18 05/31/18	06/30/18 06/30/18 06/30/18	A A A	225.00 579.50 4524.00	HAN01, 1215071, APR-18 CONTRACT LEGAL FEES HAN01, 1215072, APR-18 LABOR & PERSONNEL LEG HAN01, 1215073, APR-18 ADMIN LEGAL FEES
				Vendor's Total ----->		5328.50	
06-18	HAU01 (DAVID HAUBERT)	JUN-2018H MAY-2018H	06/30/18 06/01/18	07/30/18 07/01/18	A A	100.00 200.00	HAU01, JUN-18 BOD STIPEND HAU01, MAY-18 BOD STIPEND
				Vendor's Total ----->		300.00	
06-18	HUN01 (HUNTER PARTS & SERVICE INC)	T147816	05/14/18	06/13/18	A	192.22	HUN01, T147816, PO #6743 CABLE EXT-ALIGNMENT
06-18	IPC01 (IPC (USA) INC)	201937089	06/14/18	07/14/18	A	20478.07	IPC01, 201937089, 6/14/18 FUEL DELIVERY
06-18	JTH01 (J. THAYER COMPANY)	1256650-0	06/08/18	07/08/18	A	143.94	JTH01, 1256650-0, 6/8/18 PRINTING PAPER
06-18	KKI01 (ALPHA MEDIA LLC)	180590065	05/31/18	06/30/18	A	7000.00	KKI01, CC-1180590065, 5/14-5/27/18 RADIO ADS
06-18	KOF01 (KOFF & ASSOCIATES)	4532	06/06/18	07/06/18	A	3705.00	KOF01, 4532, PO #6688 COMP STUDY 2018 PAYMEN
06-18	LIV04 (LIVERMORE CHAMBER)	13523	06/28/18	07/28/18	A	445.00	LIV04, 13523, PO #6781 FY19 MEMBER FEE-MICHA
06-18	LIV10 (LIVERMORE SANITATION INC)	1011048	05/31/18	06/30/18	A	2315.68	LIV10, 1011048, MAY-18 GARBAGE SERVICE



Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
06-18	MER01 (MERCHANT SERVICES)	TC053118H	06/01/18	07/01/18	A	109.56	MER01, MAY-18 TC CC FEES
		MOA053118H	06/01/18	07/01/18	A	142.75	MER01, MAY-18 MOA CC FEES
		Vendor's Total ----->				252.31	
06-18	MET01 (METROPOLITAN TRANSPORT-)	AR017356	05/31/18	06/30/18	A	13341.44	MET01, AR017356, APR-18 CLIPPER FEES
06-18	MTM01 (MEDICAL TRANSPORTATION MANA	APR-2018 H	05/09/18	06/08/18	A	116125.32	MTM01, APR-18 MONTHLY SERVICES
		MTM112109H	06/13/18	07/13/18	A	3069.50	MTM01, MTM-112109, 5/31-6/12/18
		Vendor's Total ----->				119194.82	
06-18	MUT01 (MUTUAL OF OMAHA)	JUN-2018H	05/15/18	06/14/18	A	943.97	MUT01, JUN-18 LIFE & LTD INSURANCE
		JULY-2018H	06/13/18	07/13/18	A	943.97	MUT01, JULY-18 LIFE & LTD INSURANCE
		Vendor's Total ----->				1887.94	
06-18	MVT01 (MV TRANSPORTATION, INC.)	83611H	06/04/18	07/04/18	A	347235.80	MVT01, 83611, JUN-18 1ST INSTALL PAYMENT
		83612H	06/04/18	07/04/18	A	347235.80	MVT01, 83612, JUN-18 2ND INSTALL PAYMENT
		APR-2018H	05/04/18	06/03/18	A	56635.90	MVT01, APR-18 FIXED ROUTE SERVICES
		Vendor's Total ----->				751107.50	
06-18	NEL01 (NELSON\NYGAARD CONSULTING A	72276H	05/29/18	06/28/18	A	649.75	NEL01, 72276, MAY-18 PROFESSIONAL SERVICES
		72327H	06/07/18	07/07/18	A	5397.50	NEL01, 72327, MAY-18 DUBLIN TRANSIT SERVICE
		Vendor's Total ----->				6047.25	
06-18	PAC01 (AT&T )	ATT050718H	05/07/18	06/06/18	A	33.12	PAC01,ACCT #232-351-6360, CONTRACTOR FIRE 5/
		ATT051118H	05/11/18	06/10/18	A	352.38	PAC01,ACCT #436-951-0106, ATLANTIS T1 5/11-6
		ATT051318H	05/13/18	06/12/18	A	178.24	PAC01,ACCT #925-243-9029, ATLANTIS ALARM 5/1
		Vendor's Total ----->				563.74	
06-18	PAC02 (PACIFIC GAS AND ELECTRIC)	580053118H	05/31/18	06/30/18	A	6886.93	PAC02, 5809326332-3, MOA ELECTRIC 5/1-5/30/1
		606053018H	05/30/18	06/29/18	A	2170.58	PAC02, 6062256368-6, ATLANTIS 4/28-5/29/18
		726052118H	05/21/18	06/20/18	A	549.23	PAC02, 7264840356-5, RAPID BUS STOPS 4/20-5/
		Vendor's Total ----->				9606.74	
06-18	PAC11 (PACIFIC ENVIROMENTAL SERV)	1385	06/06/18	07/06/18	A	120.00	PAC11, 1385, MAY-18 RUTAN MONTHLY SERVICE
		1386	06/06/18	07/06/18	A	120.00	PAC11, 1386, MAY-18 ATLANTIS MONTHLY SERVICE
		Vendor's Total ----->				240.00	
06-18	PEN01 (JERRY PENTIN)	JUN-2018H	06/30/18	07/30/18	A	200.00	PEN01, JUN-18 BOD STIPEND
		MAY-2018H	06/01/18	07/01/18	A	200.00	PEN01, MAY-18 BOD STIPEND
		Vendor's Total ----->				400.00	
06-18	PER01 (PERS )	20180601CH	06/08/18	07/08/18	A	3094.83	PER01, PERS CLASSIC CONTRIBUTIONS 5/19-6/1/1
		20180601NH	06/08/18	07/08/18	A	3151.85	PER01, PERS NEW CONTRIBUTIONS 5/19-6/1/18
		20180615CH	06/20/18	07/20/18	A	3094.78	PER01, PERS CLASSIC CONTRIBUTIONS 6/2-6/15/1
		20180615NH	06/20/18	07/20/18	A	3225.60	PER01, PERS NEW CONTRIBUTIONS 6/2-6/15/18
		Vendor's Total ----->				12567.06	
06-18	PER02 (CALPERS RETIREMENT SYSTEM)	FY18 OPEB	06/28/18	07/28/18	A	129940.00	PER02, FY18 PREFUND OPEB ARC CONTRIBUTION #1
06-18	PER03 (CAL PUB EMP RETIRE SYSTM)	JULY-2018H	06/14/18	07/14/18	A	35267.43	PER03, JULY-18 HEALTH INSURANCE
06-18	PER04 (CALPERS RETIREMENT SYSTEM)	20180601H	06/08/18	07/08/18	A	964.75	PER04, PERS 457 CONTRIBUTIONS 5/19-6/1/18
		20180615H	06/20/18	07/20/18	A	964.89	PER04, PERS 457 CONTRIBUTIONS 6/2-6/15/18
		Vendor's Total ----->				1929.64	
06-18	PLA02 (PLANETERIA MEDIA LLC)	15567	04/15/18	05/15/18	A	325.00	PLA02, 15567, PO #6567 WEB HOSTING APR-18
		15670	06/15/18	07/15/18	A	325.00	PLA02, 15670, PO #6567 WEB HOSTING JUN-18
		Vendor's Total ----->				650.00	
06-18	SCF01 (SC FUELS)	3598839	05/31/18	06/30/18	A	20897.43	SCF01, 3598839, 5/31/18 FUEL DELIVERY
		3607933	06/08/18	07/08/18	A	20280.64	SCF01, 3607933, 6/8/18 FUEL DELIVERY
		3623854	06/26/18	07/26/18	A	19547.45	SCF01, 3623854, 6/26/18 FUEL DELIVERY
		Vendor's Total ----->				60725.52	

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
06-18	SDG01 (STEER DAVIES & GLEAVE INC.)	5623196	06/07/18	07/07/18	A	44961.00	SDG01, 5623196, 2016-16 INDIVIDUALIZED MARKE
06-18	SHA02 (SHAMROCK OFFICE SOLUTIONS)	347811	06/15/18	07/15/18	A	299.24	SHA02, 347811, PO #6796 TC REPLACEMENT DRUM
06-18	SHE05 (SHELL )	JUN-2018H	06/05/18	07/05/18	A	53.29	SHE05, JUN-18 CC STATEMENT
06-18	SOL01 (SOLUTIONS FOR TRANSIT)	18-0605LA	06/05/18	07/05/18	A	2083.33	SOL01, MAY-18 CLIPPER ANALYSIS
06-18	SPE04 (STEVEN G. SPEDOWFSKI)	JUN-2018H	06/30/18	07/30/18	A	300.00	SPE04, JUN-18 BOD STIPEND
		MAY-2018H	06/01/18	07/01/18	A	300.00	SPE04, MAY-18 BOD STIPEND
		Vendor's Total ----->				600.00	
06-18	STA01 (STATE COMPENSATION FUND)	JULY-2018H	06/21/18	07/21/18	A	2141.67	STA01, JULY-18 WORKER'S COMP PREMIUM
06-18	STA13 (STAPLES CREDIT PLAN)	JUN-2018H	06/08/18	07/08/18	A	261.31	STA13, JUN-18 CC STATEMENT
		MAY-2018H	06/08/18	07/08/18	A	431.11	STA13, MAY-18 CC STATEMENT
		Vendor's Total ----->				692.42	
06-18	SUD01 (JENNIFER SUDA)	JUN-2018H	06/15/18	07/15/18	A	18.99	SUD01, JUN-18 EXPENSE REIMBURSE
06-18	TAX07 (ASMA SYEDA)	0514-0518H	06/01/18	07/01/18	A	85.88	TAX07, PARATAXI REIMBURSE 5/14-5/18/18
		0528-0603H	06/15/18	07/15/18	A	58.04	TAX07, PARATAXI REIMBURSE 5/28-6/3/18
		0612-0614H	06/28/18	07/28/18	A	31.26	TAX07, PARATAXI REIMBURSE 6/12-6/14/18
		Vendor's Total ----->				175.18	
06-18	TAX14 (KAREN ADAMS)	0504-0518H	06/01/18	07/01/18	A	43.05	TAX14, PARATAXI REIMBURSE 5/4-5/18/18
		0511-0604H	06/15/18	07/15/18	A	87.93	TAX14, PARATAXI REIMBURSE 5/11-6/4/18
		0608-0615H	06/28/18	07/28/18	A	52.79	TAX14, PARATAXI REIMBURSE 6/8-6/15/18
		Vendor's Total ----->				183.77	
06-18	TAX67 (CHRISTEL RAGER)	0502-0531H	06/28/18	07/28/18	A	195.50	TAX67, PARATAXI REIMBURSE 5/2-5/31/18
06-18	TAX72 (JUSTIN HART)	0501-0528H	06/28/18	07/28/18	A	200.00	TAX72, PARATAXI REIMBURSE 5/1-5/28/18
06-18	TAX76 (MARY ANN HANDZUS)	0320-0516H	06/01/18	07/01/18	A	205.75	TAX76, PARATAXI REIMBURSE 3/20-5/16/18
06-18	TAX91 (VIVIAN MARIE MILLER)	0402-0510H	06/01/18	07/01/18	A	176.59	TAX91, PARATAXI REIMBURSE 4/2-5/10/18
		0515-0607H	06/28/18	07/28/18	A	149.81	TAX91, PARATAXI REIMBURSE 5/15-6/7/18
		Vendor's Total ----->				326.40	
06-18	TEL01 (TPx COMMUNICATIONS)	103927086	05/31/18	06/30/18	A	1972.80	TEL01, 103927086-0, 6/1-6/30/18 SERVICE
06-18	THA01 (JANINE THALBLUM)	JUN-2018H	06/30/18	07/30/18	A	200.00	THA01, JUN-18 BOD STIPEND
		MAY-2018H	06/01/18	07/01/18	A	200.00	THA01, MAY-18 BOD STIPEND
		Vendor's Total ----->				400.00	
06-18	TIC01 (MICKIE GARCIA)	6-14-18DA	06/14/18	07/14/18	A	168.00	TIC01, 6/14/18 DAR TICKETS REFUND-48 QTY
06-18	TRA12 (TRAPEZE SOFTWARE GROUP)	TPMAG4190	05/28/18	06/27/18	A	9915.00	TRA12, TPMAG04190, PO #5585 FY19 GTFS STATIC
06-18	TX112 (DARRELL DION)	0203-0416	06/14/18	07/14/18	A	97.00	TX112, PARATAXI REIMBURSE 2/3-4/16/18
06-18	TX113 (RODGER RAGER)	0514-0523H	06/28/18	07/28/18	A	108.80	TX113, PARATAXI REIMBURSE 5/14-5/23/18
06-18	TX123 (OLGA PRINZ)	0406-0527H	06/15/18	07/15/18	A	93.71	TX123, PARATAXI REIMBURSE 4/6-5/27/18
06-18	TX133 (SAROJA IYER)	0501-0531	06/14/18	07/14/18	A	150.71	TX133, PARATAXI REIMBURSE 5/1-5/31/18
06-18	TX143 (KIM BRETOI)	0302-0329H	06/01/18	07/01/18	A	112.20	TX143, PARATAXI REIMBURSE 3/2-3/29/18
		0406-0426H	06/15/18	07/15/18	A	74.80	TX143, PARATAXI REIMBURSE 4/6-4/26/18
		Vendor's Total ----->				187.00	

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
06-18	TX156 (YVONNE BRETOI)	0305-0321H	06/01/18	07/01/18	A	200.00	TX156, PARATAXI REIMBURSE 3/5-3/21/18
		0403-0430H	06/15/18	07/15/18	A	153.00	TX156, PARATAXI REIMBURSE 4/3-4/30/18
		Vendor's Total ----->				353.00	
06-18	TX162 (SANDRA LANGLOTZ)	0420-0526	06/14/18	07/14/18	A	186.38	TX162, PARATAXI REIMBURSE 4/20-5/26/18
06-18	TX177 (MARILYN LANE)	0512-0531H	06/15/18	07/15/18	A	87.76	TX177, PARATAXI REIMBURSE 5/12-5/31/18
06-18	TX191 (ROSE RAHAILA)	5-26-18	06/14/18	07/14/18	A	9.78	TX191, PARATAXI REIMBURSE 5/26/18
06-18	TX194 (MARIAN TOSTE)	6-8-18	06/28/18	07/28/18	A	17.85	TX194, PARATAXI REIMBURSE 6/8/18
06-18	TX195 (CHARLES CREACY)	0402-0530	06/14/18	07/14/18	A	30.05	TX195, PARATAXI REIMBURSE 4/2-5/30/18
06-18	TX196 (PAULINE VIANO)	0319-0423	06/28/18	07/28/18	A	34.85	TX196, PARATAXI REIMBURSE 3/19-4/23/18
06-18	VAL02 (VALLEY PLUMBING HOME)	125710	04/10/18	05/10/18	A	347.63	VAL02, 125710, PO #6764 BUS WASH DRAIN ISSUE
		126822	06/11/18	07/11/18	A	194.79	VAL02, 126822, PO #6791 ATLANTIS LEAK REPAIR
		Vendor's Total ----->				542.42	
06-18	VER01 (VERIZON WIRELESS)	805895531H	04/22/18	05/22/18	A	1336.91	VER01, 9805895531, CELL & WIFI 4/23-4/22/18
		807748966H	05/22/18	06/21/18	A	1409.23	VER01, 9807748966, CELL & WIFI 4/23-5/22/18
		809598581H	06/22/18	07/22/18	A	1322.95	VER01, 9809598581, 5/23-6/22/18 CELL & WIFI
		900140299H	05/24/18	06/23/18	A	423.99	VER01, 900140299, PO #6734 FACILITIES MAINT-
		Vendor's Total ----->				4493.08	
06-18	VSP01 (VSP )	JUN-2018H	05/18/18	06/17/18	A	512.04	VSP01, JUN-18 VISION INSURANCE
06-18	YEA01 (JENNIFER YEAMANS)	MAY-2018H	06/15/18	07/15/18	A	20.00	YEA01, MAY-18 TRAVEL REIMBURSE
		Total of Purchases ->				1818936.13	=====

**S T A F F   R E P O R T**

SUBJECT: Treasurer's Report for July 2018  
 FROM: Tamara Edwards, Finance and Grants Manager  
 DATE: September 10, 2018

**Action Requested**

Review and approve the LAVTA Treasurer's Report for July 2018.

**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 July1, 2018	\$2,067,620.82
Payments made	\$2,203,620.31
Deposits made	\$1,785,660.51
Transfer from Farebox account	\$200,000.00
Ending balance July 31, 2018	\$1,849,661.02

**Farebox account activity (106):**

Beginning balance July 1, 2018	\$279,643.47
Deposits made	\$86,519.90
Transfer to General Checking	\$200,000.00
Ending balance July 31, 2018	\$166,163.37

**LAIF investment account activity (135):**

Beginning balance July1, 2018	\$5,656,626.63
Q4 FY18 interest	\$23,839.96
Ending balance July 31, 2018	\$5,680,414.56

**Operating Expenditures Summary:**

As this is the first 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 8.3%. The agency is at 10.56% overall, at this time, however in July we pre-pay benefits and liability so our expenses are consistent with expectations.

***Operating Revenues Summary:***

While expenses are at 10.56%, revenues are at .6%, which is expected and the agency has sufficient cash that is scheduled to be returned to the LTF in September.

**Recommendation**

The Finance and Administration Committee recommends the Board approve the July 2018 Treasurer's Report.

Attachments:

1. July 2018 Treasurer's Report

*Approved:* \_\_\_\_\_

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY  
BALANCE SHEET  
FOR THE PERIOD ENDING:  
July 31, 2018**

**ASSETS:**

101 PETTY CASH	200	
102 TICKET SALES CHANGE	240	
105 CASH - GENERAL CHECKING	1,849,661	
106 CASH - FIXED ROUTE ACCOUNT	166,163	
107 Clipper Cash	768,701	
120 ACCOUNTS RECEIVABLE	(622,766)	
135 INVESTMENTS - LAIF	5,680,415	
150 PREPAID EXPENSES	(101,689)	
160 OPEB ASSET	536,342	
165 DEFFERED OUTFLOW-Pension Related	380,844	
170 INVESTMENTS HELD AT CALTIP	0	
111 NET PROPERTY COSTS	57,730,810	
<b>TOTAL ASSETS</b>		<b>66,388,921</b>

**LIABILITIES:**

205 ACCOUNTS PAYABLE	(120,040)	
211 PRE-PAID REVENUE	2,249,650	
21101 Clipper to be distributed	434,991	
22000 FEDERAL INCOME TAXES PAYABLE	34	
22010 STATE INCOME TAX	(10)	
22020 FICA MEDICARE	(57)	
22050 PERS HEALTH PAYABLE	0	
22040 PERS RETIREMENT PAYABLE	(522)	
22030 SDI TAXES PAYABLE	0	
22070 AMERICAN FIDELITY INSURANCE PAYABLE	434	
22090 WORKERS' COMPENSATION PAYABLE	2,880	
22100 PERS-457	0	
22110 Direct Deposit Clearing	0	
23101 Net Pension Liability	886,251	
23104 Deferred Inflow- Pension Related	79,607	
23103 INSURANCE CLAIMS PAYABLE	70,292	
23102 UNEMPLOYMENT RESERVE	8,300	
<b>TOTAL LIABILITIES</b>		<b>3,611,811</b>

**FUND BALANCE:**

301 FUND RESERVE	(4,812,531)	
304 GRANTS, DONATIONS, PAID-IN CAPITAL	70,519,984	
30401 SALE OF BUSES & EQUIPMENT	55,390	
FUND BALANCE	(2,985,733)	
<b>TOTAL FUND BALANCE</b>		<b>62,777,110</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>		<b>66,388,921</b>

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY  
REVENUE REPORT  
FOR THE PERIOD ENDING:  
July 31, 2018**

<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>BUDGET</b>	<b>CURRENT MONTH</b>	<b>YEAR TO DATE</b>	<b>BALANCE AVAILABLE</b>	<b>PERCENT BUDGET EXPENDED</b>
4010100	Fixed Route Passenger Fares	1,411,344	104,380	104,380	1,306,964	7.4%
4020000	Business Park Revenues	208,249	0	0	208,249	0.0%
4020500	Special Contract Fares	529,223	0	0	529,223	0.0%
4020500	Special Contract Fares - Paratransit	54,000	0	0	54,000	0.0%
4010200	Paratransit Passenger Fares	203,000	13,041	13,041	189,959	6.4%
4060100	Concessions	54,110	0	0	54,110	0.0%
4060300	Advertising Revenue	95,000	0	0	95,000	0.0%
4070400	Miscellaneous Revenue-Interest	7,000	0	0	7,000	0.0%
4070300	Non transportation revenue	56,400	0	0	56,400	0.0%
4090100	Local Transportation revenue	333,000	0	0	333,000	0.0%
4099100	TDA Article 4.0 - Fixed Route	10,481,586	0	0	10,481,586	0.0%
4099500	TDA Article 4.0-BART	101,489	0	0	101,489	0.0%
4099200	TDA Article 4.5 - Paratransit	141,539	0	0	141,539	0.0%
4099600	Bridge Toll- RM2, RM1	778,436	0	0	778,436	0.0%
4110100	STA Funds-Paratransit	88,104	0	0	88,104	0.0%
4110500	STA Funds- Fixed Route BART	593,690	0	0	593,690	0.0%
4110100	STA Funds-pop	1,077,176	0	0	1,077,176	0.0%
4110100	STA Funds- rev	250,382	0	0	250,382	0.0%
4110100	STA Funds- Lifeline	205,118	0	0	205,118	0.0%
4110100	STA Funds- SJ county	100,000	0	0	100,000	0.0%
4110100	Caltrans rail planning grant	750,000	0	0	750,000	0.0%
4130000	FTA Section 5307 Preventative Maint.	444,777	0	0	444,777	100.0%
4130000	FTA Section 5307 ADA Paratransit	348,687	0	0	348,687	0.0%
4130000	FTA TPI	-	0	0	-	100.0%
4130000	FTA JARC and NF	-	0	0	-	#DIV/0!
4130000	FTA 5310	33,000	0	0	33,000	0.0%
4640500	Measure B Gap	17,932	0	0	17,932	100.0%
4640500	Measure B Express Bus	-	0	0	-	100.0%
4640100	Measure B Paratransit Funds-Fixed Route	976,564	0	0	976,564	0.0%
4640100	Measure B Paratransit Funds-Paratransit	181,949	0	0	181,949	0.0%
4640200	Measure BB Paratransit Funds-Fixed Route	722,304	0	0	722,304	0.0%
4640200	Measure BB Paratransit Funds-Paratransit	17,932	0	0	329,937	0.0%
<b>TOTAL REVENUE</b>		<b>20,261,991</b>	<b>117,421</b>	<b>117,421</b>	<b>20,456,575</b>	<b>0.6%</b>

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY  
OPERATING EXPENDITURES  
FOR THE PERIOD ENDING:  
July 31, 2018**

	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
501 02 Salaries and Wages	\$1,362,014	\$114,980	\$114,980	\$1,247,034	8.44%
502 00 Personnel Benefits	\$942,989	\$105,363	\$105,363	\$837,626	11.17%
503 00 Professional Services	\$936,878	\$9,288	\$9,288	\$927,590	0.99%
503 05 Non-Vehicle Maintenance	\$636,214	\$181,032	\$181,032	\$455,182	28.45%
503 99 Communications	\$9,500	(\$0)	(\$0)	\$9,500	0.00%
504 01 Fuel and Lubricants	\$1,174,700	\$56,527	\$56,527	\$1,118,173	4.81%
504 03 Non contracted vehicle maintenance	\$19,550	\$0	\$0	\$19,550	0.00%
504 99 Office/Operating Supplies	\$28,700	\$361	\$361	\$28,339	1.26%
504 99 Printing	\$54,500	\$6,558	\$6,558	\$47,942	12.03%
505 00 Utilities	\$276,000	\$2,577	\$2,577	\$273,423	0.93%
506 00 Insurance	\$637,238	\$504,338	\$504,338	\$132,900	79.14%
507 99 Taxes and Fees	\$302,000	\$5,225	\$5,225	\$296,775	1.73%
508 01 Purchased Transportation Fixed Route	\$9,338,719	\$817,274	\$817,274	\$8,521,742	8.75%
2-508 02 Purchased Transportation Paratransit	\$1,994,500	\$128,725	\$128,725	\$1,865,775	6.45%
508 03 Purchased Transportation WOD	\$75,000	\$0	\$0	\$75,000	0.00%
509 00 Miscellaneous	\$434,323	\$5,402	\$5,402	\$428,921	1.24%
509 02 Professional Development	\$38,100	\$0	\$0	\$38,100	0.00%
509 08 Advertising	\$95,000	\$0	\$0	\$95,000	0.00%
<b>TOTAL</b>	<b>\$18,355,925</b>	<b>\$1,937,651</b>	<b>\$1,937,651</b>	<b>\$16,418,571</b>	<b>10.56%</b>



**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY  
CAPITAL REVENUE AND EXPENDITURE REPORT (Page 1 of 2)  
FOR THE PERIOD ENDING:  
July 31, 2018**

<b>ACCOUNT</b>	<b>DESCRIPTON</b>	<b>BUDGET</b>	<b>CURRENT MONTH</b>	<b>YEAR TO DATE</b>	<b>BALANCE AVAILABLE</b>	<b>PERCENT BUDGET EXPENDED</b>
<b>REVENUE DETAILS</b>						
4090594	TDA (office and facility equip)	100,000	0	0	100,000	0.00%
4090194	TDA Shop repairs and replacement	85,000	0	0	85,000	0.00%
4091794	Bus stop improvements	212,461	0	0	212,461	0.00%
4092394	TDA Bus replacement	2,738,770	0	0	2,738,770	0.00%
4090994	TDA IT Upgrades and Replacements	35,000	0	0	35,000	0.00%
4090794	TDA Transit Center Improvements	273,493	0	0	273,493	0.00%
409??94	TDA (Transit Capital)	100,000	0	0	100,000	0.00%
4092094	TDA (Major component rehab)	30,000	0	0	30,000	0.00%
4091294	TDA Doolan Tower Upgrade	10,000	0	0	10,000	0.00%
4090894	TDA TPI	66,000	0	0	66,000	0.00%
4092194	TDA Rebranding bus wrap	175,000	0	0	175,000	0.00%
4091594	TDA Farebox upgrade	101,758	0	0	101,758	0.00%
4090394	TDA Non revenue vehicle replacement	144,800	0	0	144,800	0.00%
4092396	Bridge Tolls Bus Replacement	535,578	0	0	535,578	0.00%
4091701	CTC CIP Shelters	1,600,000	0	0	1,600,000	0.00%
409xx01	TVTC TSP	1,140,000	0	0	1,140,000	0.00%
4111700	PTMISEA Shelters and Stops	117,539	0	0	117,539	0.00%
41124	Prob 1B Security upgrades	36,696	0	0	36,696	0.00%
41114	Prop 1B Wifi	36,696	0	0	36,696	0.00%
41107	PTMISEA Transit Center Improvements	126,507	0	0	126,507	0.00%
41105	PTMISEA Office improvements	177,390	0	0	177,390	0.00%
41308	TPI	504,564	0	0	504,564	0.00%
41315	FTA Farebox upgrade	398,242	0	0	398,242	0.00%
41304	FTA BRT	300,000	0	0	300,000	0.00%
41303	FTA non revenue vehicle upgrade	367,200	0	0	367,200	0.00%
41323	FTA Bus replacements	12,312,300	0	0	12,312,300	0.00%
<b>TOTAL REVENUE</b>		<b>21,724,994</b>	<b>-</b>	<b>-</b>	<b>21,724,994</b>	<b>0.00%</b>

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY**  
**CAPITAL REVENUE AND EXPENDITURE REPORT (Page 2 of 2)**  
**FOR THE PERIOD ENDING:**  
**July 31, 2018**

ACCOUNT	DESCRIPTION	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
<b>EXPENDITURE DETAILS</b>						
<b>CAPITAL PROGRAM - COST CENTER 07</b>						
5550107	Shop Repairs and replacement	85,000	0	0	85,000	0.00%
5550207	New MOA Facility (Satelite Facility)	-	0	0	0	#DIV/0!
5550307	Non revenue vehicle replacement	512,000	0	0	512,000	0.00%
5550407	BRT	-	0	0	0	#DIV/0!
5550507	Office and Facility Equipment	277,390	0	0	277,390	0.00%
5550607	511 Integration	-	0	0	0	#DIV/0!
	TSP upgrade	1,140,000	0	0	1,140,000	0.00%
5550807	Dublin TPI project	570,564	0	0	570,564	0.00%
5550907	IT Upgrades and replacement	35,000	12,591	12,591	22,409	35.97%
5551007	Transit Center Upgrades and Improvements	400,000	0	0	400,000	0.00%
5551207	Doolan Tower upgrade	10,000	0	0	10,000	0.00%
5551407	Wifi	36,696	0	0	36,696	0.00%
5551507	Farebox upgrade	500,000	0	0	500,000	0.00%
5551707	Bus Shelters and Stops	2,230,000	0	0	2,230,000	0.00%
5552007	Major component rehab	30,000	9,173	9,173	20,827	30.58%
5552107	Rebranding bus wrap	175,000	0	0	175,000	0.00%
5552307	Bus replacement	15,586,648	0	0	15,586,648	0.00%
5552407	Security upgrades	36,696	0	0	36,696	0.00%
555??07	Transit Capital	100,000	0	0	100,000	0.00%
	<b>TOTAL CAPITAL EXPENDITURES</b>	<b>21,724,994</b>	<b>21,764</b>	<b>21,764</b>	<b>21,703,230</b>	<b>0.10%</b>
	<b>FUND BALANCE (CAPITAL)</b>	<b>0.00</b>	<b>(21,764)</b>	<b>(21,764)</b>		
	<b>FUND BALANCE (CAPTIAL &amp; OPERATING)</b>	<b>1,896,066.00</b>	<b>(1,841,697)</b>	<b>(1,841,697)</b>		

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

[www.treasurer.ca.gov/pmia-laif/laif.asp](http://www.treasurer.ca.gov/pmia-laif/laif.asp)  
August 02, 2018

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

PMIA Average Monthly Yields

**Account Number:**  
80-01-002

Tran Type Definitions

July 2018 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Authorized Caller	Amount
7/13/2018	7/12/2018	QRD	1578872	SYSTEM	23,787.93

Account Summary

Total Deposit:	23,787.93	Beginning Balance:	5,670,400.62
Total Withdrawal:	0.00	Ending Balance:	5,694,188.55



Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
07-18	020719	07/13/18	PAC16 (PACIFIC COAST TRANE)		1,482.68	.00	1,482.68	Automatic Generated Check
	020720	07/13/18	PLE05 (PLEASANTON, CITY OF)		1,973.56	.00	1,973.56	Automatic Generated Check
	020721	07/13/18	PRE03 (PREMIER SECURITY SOLNS CO)		383.95	.00	383.95	Automatic Generated Check
	020722	07/13/18	SCF01 (SC FUELS)		40,060.83	.00	40,060.83	Automatic Generated Check
	020723	07/13/18	SHAO2 (SHAMROCK OFFICE SOLUTIONS)		39.19	.00	39.19	Automatic Generated Check
	020724	07/13/18	SOLO1 (SOLUTIONS FOR TRANSIT)		2,083.33	.00	2,083.33	Automatic Generated Check
	020725	07/13/18	TAX71 (MARY RARIDON)		40.80	.00	40.80	Automatic Generated Check
	020726	07/13/18	TEL01 (TPx COMMUNICATIONS)		1,971.72	.00	1,971.72	Automatic Generated Check
	020727	07/13/18	TIC01 (DANIEL BROUGHTON)		122.50	.00	122.50	Automatic Generated Check
	020727	07/17/18	TIC01 (DANIEL BROUGHTON)		(122.50)	.00	(122.50)	Ck# 020727 Reversed
	020728	07/13/18	TIC06 (MADHUSUDHAN REDDY GAYAM)		19.00	.00	19.00	Automatic Generated Check
	020729	07/13/18	TX128 (KATHY HANDEL)		32.94	.00	32.94	Automatic Generated Check
	020730	07/13/18	TX129 (CATHERINE OGLE)		25.50	.00	25.50	Automatic Generated Check
	020731	07/13/18	TX133 (SAROJA IYER)		80.75	.00	80.75	Automatic Generated Check
	020732	07/13/18	TX183 (KEVIN PEHRSON)		31.45	.00	31.45	Automatic Generated Check
	020733	07/13/18	TX197 (JULIANNA ROSEMARK)		80.00	.00	80.00	Automatic Generated Check
	020734	07/13/18	XIO01 (XIOTECH CORPORATION)		2,376.00	.00	2,376.00	Automatic Generated Check
	020735	07/17/18	TIC01 (DANIEL BROUGHTON)		122.50	.00	122.50	Ck# 020735->020727 Repla
	020736	07/27/18	AEC01 (AECOM TECHNICAL SERVICES INC		171,933.96	.00	171,933.96	Automatic Generated Check
	020737	07/27/18	ATT02 (AT&T )		383.70	.00	383.70	Automatic Generated Check
	020738	07/27/18	CIT06 (CITY OF LIVERMORE SEWER)		359.02	.00	359.02	Automatic Generated Check
	020739	07/27/18	COR01 (CORBIN WILLITS SYSTEMS)		239.45	.00	239.45	Automatic Generated Check
	020740	07/27/18	CWI01 (CUMMINS WEST, INC- SAN LEAND		9,172.51	.00	9,172.51	Automatic Generated Check
	020741	07/27/18	DIR01 (DIRECT TV)		14.00	.00	14.00	Automatic Generated Check
	020742	07/27/18	EDM01 (ELECTRONIC DATA MAGNETICS IN		6,558.00	.00	6,558.00	Automatic Generated Check
	020743	07/27/18	FEH01 (FEHR & PEERS)		15,355.00	.00	15,355.00	Automatic Generated Check
	020744	07/27/18	HAN01 (HANSON BRIDGETT MARCUS)		6,716.50	.00	6,716.50	Automatic Generated Check
	020745	07/27/18	JTH01 (J. THAYER COMPANY)		95.95	.00	95.95	Automatic Generated Check
	020746	07/27/18	MAZ01 (MAZE & ASSOCIATES)		7,738.00	.00	7,738.00	Automatic Generated Check
	020747	07/27/18	MLW01 (MACLEOD WATTS INC.)		1,550.00	.00	1,550.00	Automatic Generated Check
	020748	07/27/18	OFF01 (OFFICE DEPOT)		157.76	.00	157.76	Automatic Generated Check
	020749	07/27/18	PLA02 (PLANETERIA MEDIA LLC)		325.00	.00	325.00	Automatic Generated Check
	020750	07/27/18	PLE05 (PLEASANTON, CITY OF)		507.00	.00	507.00	Automatic Generated Check
	020751	07/27/18	SCF01 (SC FUELS)		20,083.95	.00	20,083.95	Automatic Generated Check
	020752	07/27/18	TIC01 (DANIEL BROUGHTON)		59.50	.00	59.50	Automatic Generated Check
	020753	07/27/18	TOL06 (TOLAR MFR CO INC)		13,407.93	.00	13,407.93	Automatic Generated Check
	020755	07/27/18	TRA12 (TRAPEZE SOFTWARE GROUP)		10,215.08	.00	10,215.08	Automatic Generated Check
	020756	07/27/18	TX136 (VIRGINIA REID)		77.78	.00	77.78	Automatic Generated Check
	020757	07/27/18	TX198 (TIMOTHY RUPPRECHT)		60.00	.00	60.00	Automatic Generated Check
	020758	07/27/18	VAN01 (FBD VANGUARD CONSTRUCTION IN		68,810.00	.00	68,810.00	Automatic Generated Check
Total for Bank Account 105 ----->					2,198,079.36	.00	2,198,079.36	
Grand Total of all Bank Accounts ----->					2,198,079.36	.00	2,198,079.36	

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
07-18	ACT01 (AC TRANSIT DISTRICT)	LOC0731	06/27/18	07/27/18	A	1175.46	ACT01, LOC0000731, FY19 RTC PROGRAM 3RD QTR
07-18	AEC01 (AECOM TECHNICAL SERVICES)	IN200076325	06/26/18	07/26/18	A	171933.96	AEC01, 200076325, 4/14-5/11/18 ALTAMONT RAIL
07-18	AIM01 (AIM TO PLEASE JANITORIAL SE34-JUN-18)		07/01/18	07/31/18	A	2820.06	AIM01, JUN-18 JANITORIAL MONTHLY SERVICE
07-18	ATT02 (AT&T )	11630597	07/13/18	08/12/18	A	383.70	ATT02, PAYER #9391035694 6/13-7/12/18
07-18	ATT03 (AT&T )	777411400	06/19/18	07/19/18	A	920.64	ATT03, 7777411400, JUN-18 INTERNET PRI
07-18	AVI01 (AMADOR VALLEY INDUSTRIES)	689239	06/30/18	07/30/18	A	367.77	AVI01, 689239, JUN-18 GARBAGE PICK UP SERVIC
07-18	BAY08 (BAY CITY ELECTRIC WORKS)	W168052	06/22/18	07/22/18	A	269.67	BAY08, W168052, JUN-18 GENERATOR PREVENT MAI
07-18	CAL04 (CALIFORNIA WATER SERVICE)	198061918H	06/19/18	07/19/18	A	604.82	CAL04, 0198655555, BUS WASH 5/17-6/18/18
		257062818H	06/28/18	07/28/18	A	51.71	CAL04, 2575555555, TC FIRE 7/1-7/31/18
		361062918H	06/29/18	07/29/18	A	423.94	CAL04, 3616555555, TC WATER 6/1-6/28/18
		461070218H	07/02/18	08/01/18	A	1129.31	CAL04, 4616555555, TC IRRG 6/1-6/28/18
		475062818H	06/28/18	07/28/18	A	68.95	CAL04, 4755555555, MOA FIRE 7/1-7/31/18
		575062818H	06/28/18	07/28/18	A	68.95	CAL04, 5755555555, CONTRACTOR FIRE 7/1-7/31/18
		909061918H	06/19/18	07/19/18	A	825.46	CAL04, 9098655555, MOA WATER 5/17-6/18/18
		Vendor's Total ----->				3173.14	
07-18	CAL12 (CALTIP INSURANCE)	CAL18-19	07/01/18	07/31/18	A	575272.00	CAL12, CAL 2019-0014, FY19 LIABILITY INSURAN
07-18	CAL13 (CALIFORNIA TRANSIT)	312018JUN	06/30/18	07/30/18	A	2396.83	CAL13, 31-2018-JUN, JUN-18 INSURANCE CLAIMS
07-18	CAL15 (CALTRONICS BUSINESS SYS)	2559650H	07/16/18	08/15/18	A	247.52	CAL15, 2559650, BIZHUB THRU 7/15/18
07-18	CIT06 (CITY OF LIVERMORE SEWER)	BW071718	07/17/18	08/16/18	A	29.67	CIT06, 138143-00, BUS WASH 6/19-7/17/18
		TC071018	07/10/18	08/09/18	A	180.02	CIT06, 133389-00, TRANSIT CENTER 6/12-7/10/1
		MOA071718	07/17/18	08/16/18	A	149.33	CIT06, 133294-00, MOA SEWER 6/19-7/17/18
		Vendor's Total ----->				359.02	
07-18	CIT07 (CITY OF LIVERMORE - WATER)	361061918H	06/19/18	07/19/18	A	23.36	CIT07, 139361-00, ATLANTIS SEWER 5/15-6/19/1
		388070318H	07/03/18	08/02/18	A	116.65	CIT07, 139388-00, BUS WASH 6/5-7/3/18
		399061918H	06/19/18	07/19/18	A	23.36	CIT07, 139399-00, ATLANTIS SEWER 5/15-6/19/1
		430061918H	06/19/18	07/19/18	A	151.62	CIT07, 138430-01, ATLANTIS INDOOR 5/15-6/19/1
		431070318H	07/03/18	08/02/18	A	39.17	CIT07, 138431-00, ATLANTIS IRRG. 6/5-7/3/18
		432061918H	06/19/18	07/19/18	A	13.49	CIT07, 138432-00, ATLANTIS FIRE 5/15-6/19/18
		Vendor's Total ----->				367.65	
07-18	COR01 (CORBIN WILLITS SYSTEMS)	B807151	07/15/18	08/14/18	A	239.45	COR01, B807151, JULY-18 SERVICE
07-18	CWI01 (CUMMINS WEST, INC-- SAN LEAN)	021-32800	07/26/18	08/25/18	A	4581.93	CWI01, 021-32800, PO #6851 BUS 906 DPIM MOD
		021-32801	07/26/18	08/25/18	A	4590.58	CWI01, 021-32801, PO #6850 BUS 914 DPIM MOD
		Vendor's Total ----->				9172.51	
07-18	DAI01 (ALLIANT INSURANCE SERVICE)	871273	06/29/18	07/29/18	A	3078.46	DAI01, 871273, FY19 POLLUTION LIABILITY INSU
07-18	DAY02 (DAY & NIGHT PEST CONTROL)	134741	06/26/18	07/26/18	A	218.00	DAY02, 134741, 6/22/18 RUTAN SERVICE
07-18	DEL05 (ALLIED ADMIN/DELTA DENTAL)	AUG-2018H	07/06/18	08/05/18	A	2168.97	DEL05, AUG-18 DENTAL INSURANCE
07-18	DIR01 (DIRECT TV)	624483038	07/11/18	08/10/18	A	14.00	DIR01, 34624483038, JULY-18 SERVICE
07-18	DIR02 (DIRECT DEPOSIT OF PAYROLL C	20180629H	07/06/18	08/05/18	A	36752.65	DIR02, PR DIRECT DEPOSIT 6/16-6/29/18
		20180702H	07/02/18	08/01/18	A	6373.02	DIR02, PR DIRECT DEPOSIT-ADMIN LEAVE BUYOUT
		20180713H	07/20/18	08/19/18	A	41927.16	DIR02, PR DIRECT DEPOSIT 6/30-7/13/18
		Vendor's Total ----->				85052.83	
07-18	EDM01 (ELECTRONIC DATA MAGNETICS I	47507	07/13/18	08/12/18	A	6558.00	EDM01, 47507, PO #6805 TRANSFER STOCK FOR FA
07-18	EFT01 (ELECTRONIC FUND TRANFERS)	20180629H	07/06/18	08/05/18	A	6323.34	EFT01, FEDERAL TAXES 6/16-6/29/18

LAVTA  
 Month End Payable Activity Report  
 Report for 07-18

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
07-18	EFT01 (ELECTRONIC FUND TRNFERS)	20180702H	07/03/18	08/02/18	A	2282.25	EFT01, FEDERAL TAXES-ADMIN LEAVE BUYOUT FY18
		20180713H	07/20/18	08/19/18	A	7957.68	EFT01, FEDERAL TAXES 6/30-7/13/18
		Vendor's Total ----->				16563.27	
07-18	EME01 (EMERALD LANDSCAPE CO INC)	315370	07/01/18	07/31/18	A	1226.00	EME01, 315370, JULY-18 LANDSCAPING SERVICES
07-18	EMP01 (EMPLOYMENT DEVEL DEPT)	20180629H	07/06/18	08/05/18	A	2420.61	EMP01, STATE TAXES 6/16-6/29/18
		20180702H	07/03/18	08/02/18	A	643.24	EMP01, STATE TAXES-FY18 ADMIN LEAVE BUYOUT
		20180713H	07/20/18	08/19/18	A	3050.75	EMP01, STATE TAXES 6/30-7/13/18
		Vendor's Total ----->				6114.60	
07-18	FEH01 (FEHR & PEERS)	122255	05/09/18	06/08/18	A	4987.50	FEH01, 122255, RFP 2017-15 GO DUBLIN 3/31-4/
		123808	07/16/18	08/15/18	A	15355.00	FEH01, 123808, RFP 2017-15 GO DUBLIN 5/26-6/
		Vendor's Total ----->				20342.50	
07-18	HAN01 (HANSON BRIDGETT MARCUS)	1217072	06/29/18	07/29/18	A	2084.50	HAN01, 1217072, MAY-18 CONTRACT LEGAL FEES
		1217073	06/29/18	07/29/18	A	4632.00	HAN01, 1217073, MAY-18 ADMIN LEGAL FEES
		Vendor's Total ----->				6716.50	
07-18	JTH01 (J. THAYER COMPANY)	1265621-0	07/16/18	08/15/18	A	95.95	JTH01, 1265621-0, 7/16/18 PRINTING PAPER
07-18	KIM02 (KIMLEY-HORN AND ASSOC, INC)	11023500	03/31/18	04/30/18	A	437.35	KIM02, 11023500, PO #6172 LAVTA BUS STOP IMP
07-18	KKI01 (ALPHA MEDIA LLC)	180690586	06/24/18	07/24/18	A	7000.00	KKI01, CC-1180690586, 6/11-6/24/18 RADIO ADS
07-18	LIV10 (LIVERMORE SANITATION INC)	1013200	06/30/18	07/30/18	A	2315.68	LIV10, 1013200, JUN-18 GARBAGE SERVICE
07-18	MAZ01 (MAZE & ASSOCIATES)	29455	06/30/18	07/30/18	A	7738.00	MAZ01, 29455, FY18 AUDIT WORK JUN-18
07-18	MCC01 (TONY MCCAULAY)	SAV-EXP18H	07/10/18	08/09/18	A	599.37	MCC01, JUN-18 SAV KICKOFF EVENT REIMBURSE
07-18	MER01 (MERCHANT SERVICES)	TCO63018H	07/01/18	07/31/18	A	128.06	MER01, JUN-18 TC CC FEES
		MOA063018H	07/01/18	07/31/18	A	134.24	MER01, JUN-18 MOA CC FEES
		Vendor's Total ----->				262.30	
07-18	MET01 (METROPOLITAN TRANSPORT-)	AR017710	06/30/18	07/30/18	A	13996.95	MET01, AR017710, MAY-18 CLIPPER FEES
07-18	MLW01 (MACLEOD WATTS INC.)	180717-LA	07/17/18	08/16/18	A	1550.00	MLW01, 180717-LAVTA, PO #6492 GASB 75 JULY-1
07-18	MTM01 (MEDICAL TRANSPORTATION MANA MAY-2018H)	MTM112110H	06/10/18	07/10/18	A	124419.10	MTM01, MAY-18 MONTHLY SERVICES
			07/04/18	08/03/18	A	7770.00	MTM01, MTM-112110, 6/13-7/3/18
		Vendor's Total ----->				132189.10	
07-18	MVT01 (MV TRANSPORTATION, INC.)	84256H	07/05/18	08/04/18	A	378720.32	MVT01, 84256, JULY-18 1ST INSTALL PAYMENT
		84257H	07/05/18	08/04/18	A	378720.32	MVT01, 84257, JULY-18 2ND INSTALL PAYMENT
		MAY-2018H	06/10/18	07/10/18	A	87285.62	MVT01, MAY-18 MONTHLY FIXED ROUTE SERVICES
		Vendor's Total ----->				844726.26	
07-18	NEL01 (NELSON\NYGAARD CONSULTING A	72694H	07/21/18	08/20/18	A	5299.72	NEL01, 72694, JUN-18 DUBLIN TRANSIT SERVICE
07-18	OAK01 (OAKS BUSINESS PK OWNERS)	3RDQTR-18H	07/01/18	07/31/18	A	3237.00	OAK01, 3RD QTR BUSINESS PARK DUES 2018-FY19
07-18	OFF01 (OFFICE DEPOT)	036911001	07/16/18	08/15/18	A	157.76	OFF01, 165036911001, 7/16/18 OFFICE SUPPLIES
07-18	PAC01 (AT&T )	ATT060718H	06/07/18	07/07/18	A	33.12	PAC01,ACCT #232-351-6260, CONTRACTOR FIRE 6/
		ATT061118H	06/11/18	07/11/18	A	352.38	PAC01,ACCT #436-951-0106, ATLANTIS T1 6/11-7
		ATT061318H	06/13/18	07/13/18	A	178.24	PAC01,ACCT #925-243-9029, ATLANTIS ALARM 6/1
		Vendor's Total ----->				563.74	
07-18	PAC02 (PACIFIC GAS AND ELECTRIC)	580062918H	06/29/18	07/29/18	A	6756.95	PAC02, 5809326332-3, MOA ELECTRIC 5/31-6/28/
		606062818H	06/28/18	07/28/18	A	1808.27	PAC02, 6062256368-6, ATLANTIS 5/30-6/27/18
		726062018H	06/20/18	07/20/18	A	495.01	PAC02, 7264840356-5, RAPID BUS STOPS 5/21-6/

LAVTA  
 Month End Payable Activity Report  
 Report for 07-18

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
07-18	PAC02 (PACIFIC GAS AND ELECTRIC)	764061218H	06/12/18	07/12/18	A	128.96	PAC02, 7649646868-7, DOOLAN TWR 5/11-6/11/18
		900061318H	06/13/18	07/13/18	A	601.13	PAC02, 9007202117-4, MOA GAS 5/12-6/12/18
		900071318H	07/13/18	08/12/18	A	202.67	PAC02, 9007202117-4, MOA GAS 6/13-7/12/18
		Vendor's Total ----->				9992.99	
07-18	PAC11 (PACIFIC ENVIROMENTAL SERV)	1420	07/03/18	08/02/18	A	120.00	PAC11, 1420, JUN-18 RUTAN MONTHLY SERVICE
		1421	07/03/18	08/02/18	A	120.00	PAC11, 1421, JUN-18 ATLANTIS MONTHLY SERVICE
		Vendor's Total ----->				240.00	
07-18	PAC16 (PACIFIC COAST TRANE)	S91184	06/21/18	07/21/18	A	1482.68	PAC16, S91184, PO #6812 HVAC COMPRESSOR SERV
07-18	PER01 (PERS )	FY2018CH	07/01/18	07/31/18	A	50920.00	PER01, FY18 UNFUNDED ACCRUED LIABILITY-CLASS
		FY2018-NH	07/01/18	07/31/18	A	1142.00	PER01, FY18 UNFUNDED ACCRUED LIABILITY-NEW P
		20180629CH	07/06/18	08/05/18	A	3094.72	PER01, PERS CLASSIC CONTRIBUTION 6/16-6/29/1
		20180629NH	07/06/18	08/05/18	A	3509.23	PER01, PERS NEW CONTRIBUTIONS 6/16-6/29/18
		20180713CH	07/20/18	08/19/18	A	3319.71	PER01, PERS CLASSIC CONTRIBUTION 6/30-7/13/1
		20180713NH	07/20/18	08/19/18	A	3991.27	PER01, PERS NEW CONTRIBUTIONS 6/30-7/13/18
		FY181959CH	06/14/18	07/14/18	A	436.80	PER01, FY18 1959 SURVIVOR BENEFIT-CLASSIC PL
		FY181959NH	06/14/18	07/14/18	A	478.40	PER01, FY18 1958 SURVIVOR BENEFIT-NEW PLAN
		Vendor's Total ----->				66892.13	
07-18	PER04 (CALPERS RETIREMENT SYSTEM)	20180629H	07/06/18	08/05/18	A	964.75	PER04, PERS 457 CONTRIBUTIONS 6/16-6/29/18
		20180713H	07/20/18	08/19/18	A	967.81	PER04, PERS 457 CONTRIBUTIONS 6/30-7/13/18
		Vendor's Total ----->				1932.56	
07-18	PLA02 (PLANETERIA MEDIA LLC)	15760	07/15/18	08/14/18	A	325.00	PLA02, 15760, PO #6567 WEB HOSTING JULY-18
07-18	PLE05 (PLEASANTON, CITY OF)	857	06/19/18	07/19/18	A	1973.56	PLE05, 857, MAY-18 PARATRANSIT ASSESSMENT BI
		881	07/09/18	08/08/18	A	507.00	PLE05, 881, JUN-18 PARATRANSIT ASSESSMENT BI
		Vendor's Total ----->				2480.56	
07-18	PRE03 (PREMIER SECURITY SOLNS CO)	1806-203	06/28/18	07/28/18	A	383.95	PRE03, 1806-203, PO #6815 ATLANTIS ALARM SYS
07-18	SCF01 (SC FUELS)	3631215	07/03/18	08/02/18	A	19985.23	SCF01, 3631215, 7/3/18 FUEL DELIVERY
		3635975	07/06/18	08/05/18	A	20075.60	SCF01, 3635975, 7/6/18 FUEL DELIVERY
		3650580	07/26/18	08/25/18	A	20083.95	SCF01, 3650580, 7/25/18 FUEL DELIVERY
		Vendor's Total ----->				60144.78	
07-18	SHAO2 (SHAMROCK OFFICE SOLUTIONS)	349592	06/26/18	07/26/18	A	39.19	SHAO2, 349592, FRONT DESK PRINTER 5/30-6/29/
07-18	SHE05 (SHELL )	JULY-2018H	07/06/18	08/05/18	A	59.93	SHE05, JULY-18 CC STATEMENT
07-18	SOL01 (SOLUTIONS FOR TRANSIT)	18-0705LA	07/05/18	08/04/18	A	2083.33	SOL01, 18-0705LAVTA, JUN-18 CLIPPER ANALYSIS
07-18	STA04 (STATE BOARD OF )	QTR2-2018H	06/30/18	07/30/18	A	1664.44	STA04, 2ND QTR 2018-STORAGE TANK MAINT FEE
07-18	STA05 (STATE BOARD OF EQUAL)	QTR2-2018H	06/30/18	07/30/18	A	901.11	STA05, 2ND QTR 2018-EXEMPT OPERATOR DIESEL T
07-18	STA13 (STAPLES CREDIT PLAN)	JULY-2018H	07/09/18	08/08/18	A	103.77	STA13, JULY-18 CC STATEMENT
07-18	STE04 (JONATHAN STEKETEE)	MOVEEXP18H	06/25/18	07/25/18	A	12450.00	STE04, JUN-18 MOVING/RELOCATION REIMBURSE
07-18	TAX07 (ASMA SYEDA)	06-20-18H	07/13/18	08/12/18	A	22.74	TAX07, PARATAXI REIMBURSE 6/20/18
		0708-0715H	07/27/18	08/26/18	A	58.68	TAX07, PARATAXI REIMBURSE 7/8-7/15/18
		Vendor's Total ----->				81.42	
07-18	TAX14 (KAREN ADAMS)	06-29-18H	07/13/18	08/12/18	A	36.98	TAX14, PARATAXI REIMBURSE 6/29/18
07-18	TAX32 (SUE TSANG)	0412-0427H	07/27/18	08/26/18	A	200.00	TAX32, PARATAXI REIMBURSE 4/12-4/27/18
07-18	TAX67 (CHRISTEL RAGER)	0602-0622H	07/13/18	08/12/18	A	163.20	TAX67, PARATAXI REIMBURSE 6/2-6/22/18
07-18	TAX71 (MARY RARIDON)	0614-0621	07/13/18	08/12/18	A	40.80	TAX71, PARATAXI REIMBURSE 6/14-6/21/18



Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
07-18	TAX72 (JUSTIN HART)	0601-0630H	07/13/18	08/12/18	A	189.55	TAX72, PARATAXI REIMBURSE 6/1-6/30/18
07-18	TAX76 (MARY ANN HANDZUS)	0502-0713H	07/27/18	08/26/18	A	178.50	TAX76, PARATAXI REIMBURSE 5/2-7/13/18
07-18	TAX91 (VIVIAN MARIE MILLER)	0601-0704H	07/27/18	08/26/18	A	167.69	TAX91, PARATAXI REIMBURSE 6/1-7/4/18
07-18	TAX96 (THOMAS R. LEONARD)	7-18-18H	07/27/18	08/26/18	A	20.00	TAX96, PARATAXI REIMBURSE 7/18/18
07-18	TAX99 (SAEED TIRMIZI)	0508-0629H	07/27/18	08/26/18	A	132.81	TAX99, PARATAXI REIMBURSE 5/8-6/29/18
07-18	TEL01 (TPx COMMUNICATIONS)	105008880	06/30/18	07/30/18	A	1971.72	TEL01, 105008880-0, 7/1-7/31/18 SERVICE
07-18	TIC01 (DANIEL BROUGHTON)	7-11-18DA	07/13/18	08/12/18	A	122.50	TIC01, 7/11/18 DAR TICKETS REFUND-35QTY
		7-11-18DAu	07/17/18	/ /		122.50	-CK# 020727 Reversed
		7-11-18DAy	07/17/18	/ /		122.50	CK# 020735->020727 Replacement
		7-26-18DA	07/26/18	08/25/18	A	59.50	TIC01, 7/26/18 DAR TICKET REFUND-17 QTY
		Vendor's Total ----->				182.00	
07-18	TIC06 (MADHUSUDHAN REDDY GAYAM)	7-12-18BF	07/13/18	08/12/18	A	19.00	TIC06, BUS FARE OVERPAY REFUND 7/3/18
07-18	TOL06 (TOLAR MFR CO INC)	12630	06/29/18	07/29/18	A	9103.01	TOL06, 12630, PO #6705 SF OUTLETS FURNITURE
		12636	07/12/18	08/11/18	A	4304.92	TOL06, 12636, PO #6760 MISC PARTS-BUS SHELTE
		Vendor's Total ----->				13407.93	
07-18	TRA12 (TRAPEZE SOFTWARE GROUP)	AMSER0958	07/20/18	08/19/18	A	10215.08	TRA12, AMSER000958, PO #6732 TRAPEZE TMRNC S
07-18	TX113 (RODGER RAGER)	0624-0627H	07/13/18	08/12/18	A	74.80	TX113, PARATAXI REIMBURSE 6/24-6/27/18
07-18	TX123 (OLGA PRINZ)	0607-0619H	07/13/18	08/12/18	A	72.46	TX123, PARATAXI REIMBURSE 6/7-6/19/18
07-18	TX128 (KATHY HANDEL)	0529-0613	07/13/18	08/12/18	A	32.94	TX128, PARATAXI REIMBURSE 5/29-6/13/18
07-18	TX129 (CATHERINE OGLE)	0413-0522	07/13/18	08/12/18	A	25.50	TX129, PARATAXI REIMBURSE 4/13-5/22/18
07-18	TX133 (SAROJA IYER)	0606-0626	07/13/18	08/12/18	A	80.75	TX133, PARATAXI REIMBURSE 6/6-6/26/18
07-18	TX136 (VIRGINIA REID)	0504-0608	07/26/18	08/25/18	A	77.78	TX136, PARATAXI REIMBURSE 5/4-6/8/18
07-18	TX143 (KIM BRETOI)	0510-0528H	07/27/18	08/26/18	A	118.15	TX143, PARATAXI REIMBURSE 5/10-5/28/18
07-18	TX156 (YVONNE BRETOI)	0510-0529H	07/27/18	08/26/18	A	59.50	TX156, PARATAXI REIMBURSE 5/10-5/29/18
07-18	TX161 (JYOTSNA MEHTA)	0515-0612H	07/13/18	08/12/18	A	81.60	TX161, PARATAXI REIMBURSE 5/15-6/12/18
07-18	TX177 (MARILYN LANE)	0609-0627H	07/13/18	08/12/18	A	81.60	TX177, PARATAXI REIMBURSE 6/9-6/27/18
07-18	TX183 (KEVIN PEHRSON)	0520-0623	07/13/18	08/12/18	A	31.45	TX183, PARATAXI REIMBURSE 5/20-6/23/18
07-18	TX197 (JULIANNA ROSEMARK)	0612-0703	07/13/18	08/12/18	A	80.00	TX197, PARATAXI REIMBURSE 6/12-7/3/18
07-18	TX198 (TIMOTHY RUPPRECHT)	0620-0627	07/26/18	08/25/18	A	60.00	TX198, PARATAXI REIMBURSE 6/20-6/27/18
07-18	VAN01 (FBD VANGUARD CONSTRUCTION I2017-17#1		06/30/18	07/30/18	A	68810.00	VAN01, RFP 2017-17 SHELTER DEMO & REMOVAL
07-18	VSP01 (VSP )	JULY-2018H	06/20/18	07/20/18	A	512.04	VSP01, JULY-18 VISION INSURANCE
07-18	XIO01 (XIOTECH CORPORATION)	284469	07/10/18	08/09/18	A	2376.00	XIO01, 284469, PO #6561 X-IO MAINT SUPPORT-6

Total of Purchases -> -----  
 2198079.36  
 =====

**AGENDA**

**ITEM 5C**



**S T A F F   R E P O R T**

SUBJECT: Video Surveillance Systems

FROM: David Massa, Senior Fleet & Technology Management Specialist

DATE: September 10, 2018

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**Action Requested**

Staff requests that the LAVTA Board of Directors approve the award of an Agreement between LAVTA and Seon Design USA Corp. dba MobileView to remove and replace the old MobileView MV3 video surveillance system on 20 of the agency's older buses and replace it with the modern 7001H system, and that the Board authorize the LAVTA Executive Director to finalize all details execute said Agreement between LAVTA and Seon Design USA Corp. dba MobileView.

**Background**

LAVTA has utilized the MobileView video surveillance system, since 2002, and in particular MobileView's MV3 DVR System in 2011 and older LAVTA buses. Up until 2016, with every bus procurement, the agency has recycled the DVR's and cameras from retired buses into the new buses. However, this model DVR and video surveillance system as a whole has now become technologically obsolete and is no longer supported by the manufacturer. A newer video surveillance system model, 7001H, was purchased with the 2016 and 2017 bus procurements. Following those procurements, LAVTA now has 20 remaining buses with the outdated video surveillance system on them.

**Discussion**

Because the manufacturer no longer supports the MV3 model of video surveillance system, it has become very difficult to obtain parts for repair of these critical agency assets. Replacing the obsolete video surveillance system will maintain a standardized fleet surveillance system. Additional benefits of replacing the obsolete video surveillance system with the 7001H system include:

- Integration with the agency's wireless video download system
- The ability to quickly respond to customer concerns by enabling the ability to schedule downloads prior to the bus returning to the yard.
- Extend the amount of time that video is stored on the DVR by increasing the hard drive capacity. This will assist should there be an untimely customer concern investigation.
- HD Video quality
- The ability to obtain spare parts

Staff recommends utilizing a sole-source procurement for the 7001H video surveillance system in order to maintain the consistency of the video surveillance system on the LAVTA fleet. A cost analysis was conducted by staff and staff determined that the price received from Seon Design USA Corp. dba MobileView for the video surveillance system and necessary interfaces is both reasonable and fair.

**Fiscal Impact**

This project was included in the FY 2019 budget. Local TDA funds will provide 100% of the revenue to pay for this project. The project budget is \$195,552.98 and consists of the contract award amount of \$177,775.44 for all materials necessary, labor to install, shipping and tax and a 10% project contingency of \$17,777.54.

**Next Steps**

Upon execution of the agreement with Seon Design USA Corp. dba MobileView, LAVTA will issue a purchase order for the equipment and installation of 20 7001 Video Surveillance systems.

**Recommendation**

Staff recommends that the Board of Directors authorize the Executive Director to execute an Agreement between LAVTA and Seon Design USA Corp. dba MobileView to replace video surveillance systems on 20 LAVTA-owned buses.

**Attachments**

1. Resolution 24-2018

*Approved:* \_\_\_\_\_

**RESOLUTION NO. 24-2018**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY  
AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT  
FOR THE PURCHASE OF TWENTY MOBILEVIEW MODEL 7001H VIDEO  
SURVEILLANCE SYSTEMS WITH SEON DESIGN USA CORP. DBA  
MOBILEVIEW**

**WHEREAS** the Livermore Amador Valley Transit Authority has identified a need to replace obsolete Video Surveillance Systems on twenty 2007, 2009 and 2011 model-year buses; and

**WHEREAS** LAVTA has utilized MobileView as its video surveillance system since 2002 and a crucial part of this system is the DVR and camera systems located on each bus; and

**WHEREAS** the MobileView model “MV3” LAVTA has utilized since 2002 is now obsolete; and

**WHEREAS** LAVTA’s 2016 and 2017 model-year buses were equipped with MobileView MV3’s successor product known as 7001H; and

**WHEREAS** acquiring additional MobileView model 7001H video surveillance systems from Seon Design USA Corp. dba MobileView on a sole-source basis to maintain consistency across LAVTA’s fleet has been deemed permissible under FTA third-party contracting guidance by LAVTA’s Legal Counsel; and

**WHEREAS**, this project was included in the FY 2019 budget that was approved by the Board of Directors of the Livermore Amador Valley Transit Authority;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Livermore Amador Valley Transit Authority that the Executive Director is authorized to execute a contract with Seon Design USA Corp. dba MobileView, for a not-to-exceed amount of \$177,775.44; and

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the Board of Directors authorizes the Executive Director to expend a 10% contingency amount not to exceed \$17,777.54.

**PASSED AND ADOPTED** by the governing body of the Livermore Amador Valley Transit Authority (LAVTA) this 10th day of September 2018.

BY \_\_\_\_\_  
Scott Haggerty, Chair

ATTEST \_\_\_\_\_  
Michael Tree, Executive Director

**AGENDA**

**ITEM 5D**



**S T A F F   R E P O R T**

**SUBJECT:** Declaration of Surplus Property in Compliance with LAVTA Policy for Disposition of Surplus Property

**FROM:** David Massa, Senior Fleet & Technology Management Specialist

**DATE:** September 10, 2018

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**Action Requested**

Staff requests that the Board of Directors to declare the attached list of vehicles as surplus property, and authorize the Executive Director to determine the best method of disposition.

**Background**

LAVTA has nineteen (19), 2003 fixed route buses and two (2) road supervisor vehicles that are all fully depreciated. The buses have been replaced and are no longer needed for provision of fixed route service. Both road supervisor vehicles are past their useful life and in need of transmission replacement. The replacements for these road supervisor vehicles have been ordered.

**Discussion**

LAVTA's "Policy for Disposition of Surplus Property" requires that the Board of Directors declare any property with an original acquisition cost of \$25,000 and any rolling stock, regardless of acquisition cost, as surplus and specify the method of disposition.

The Policy for Disposition of Surplus Property identifies five methods for disposing of property:

1. Sealed Bid
2. Negotiated Sales
3. Trade-In
4. Donation
5. Scrap

Staff recommends selling the vehicles through negotiated sales or sealed bid, specifically the auction site that has proved successful in the past, and if no sales result, to look into the option of scrapping the vehicles.

**Next Steps**

After the vehicles have been declared surplus, staff will begin the process for disposal of the vehicles.



**Recommendation**

Staff recommends the Board of Directors declare as surplus nineteen (19) buses, two (2) road supervisor vehicles and authorize their disposal through a method consistent with LAVTA's Policy for Disposition of Surplus Property.

Attachments:

1. Surplus Vehicles August 2018

*Approved:* \_\_\_\_\_

	<b>2018 Retirement</b>	<b>Make</b>	<b>Size</b>	<b>Model</b>	<b>Year</b>	<b>Condition</b>	<b>Mileage</b>
1	0301	Gillig	29 Ft	Low Floor	2003	Fair	468,032.00
2	0302	Gillig	29 Ft	Low Floor	2003	Fair	466,985.00
3	0303	Gillig	29 Ft	Low Floor	2003	Fair	491,440.00
4	0304	Gillig	29 Ft	Low Floor	2003	Fair	477,963.00
5	0305	Gillig	29 Ft	Low Floor	2003	Fair	485,389.00
6	0306	Gillig	29 Ft	Low Floor	2003	Fair	410,271.00
7	0308	Gillig	29 Ft	Low Floor	2003	Fair	510,541.00
8	0310	Gillig	29 Ft	Low Floor	2003	Fair	475,289.00
9	0314	Gillig	40 Ft	Low Floor	2003	Fair	577,721.00
10	0315	Gillig	40 Ft	Low Floor	2003	Fair	410,873.00
11	0316	Gillig	40 Ft	Low Floor	2003	Fair	568,344.00
12	0318	Gillig	40 Ft	Low Floor	2003	Fair	590,304.00
13	0319	Gillig	40 Ft	Low Floor	2003	Fair	458,408.00
14	0323	Gillig	40 Ft	Low Floor	2003	Fair	603,434.00
15	0324	Gillig	40 Ft	Low Floor	2003	Fair	556,536.00
16	0327	Gillig	40 Ft	Low Floor	2003	Fair	521,142.00
17	0330	Gillig	40 Ft	Low Floor	2003	Fair	572,674.00
18	0331	Gillig	40 Ft	Low Floor	2003	Fair	547,771.00
19	0334	Gillig	40 Ft	Low Floor	2003	Fair	548,385.00
20	6405	Chrysler		Town and Country	2007	Fair	229,417.00
21	6406	Chevrolet		Uplander	2008	Fair	150,435.00

**AGENDA**

**ITEM 5E**



STAFF REPORT

SUBJECT: Renaming of the Wheels Accessible Advisory Committee (WAAC)

FROM: Kadri Klm, Paratransit Planner

DATE: September 10, 2018

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**Action Requested**

LAVTA Projects and Services Committee recommend renaming the Wheels Accessible Advisory Committee (WAAC) to the Tri-Valley Accessible Advisory Committee (TAAC), and forward this recommendation to the LAVTA Board of Directors for approval.

**Background**

In the past the Wheels Accessible Advisory Committee (WAAC) has discussed renaming of the committee at their meetings in 2006 and 2010, and at both times the committee members chose to retain the current name.

**Discussion**

In light of the recent rollout of LAVTA’s new logo that states “Tri-Valley Wheels” WAAC members recommended the name of the committee to be revisited to see whether there was any interest amongst the committee members in changing the name. The WAAC members discussed renaming the committee at their May meeting and voted to change the name at their July, 2018 meeting. The name Tri-Valley Accessibility Advisory Committee with the acronym TAAC received the most votes.

Prior to the creation of the WAAC, LAVTA’s Accessibility Committee was known as the Paratransit Technical Advisory Committee (PTAC)

The neighboring agencies’ accessibility committee names are:

- East Bay Paratransit - Service Review Advisory Committee (SRAC)
- Central Contra Costa Transit Authority – The County Connection Advisory Committee
- AC Transit – Accessibility Advisory Committee (AAC)
- SF Muni – Paratransit Coordinating Council (PCC)
- BART – BART Accessibility Task Force

**Recommendation**

Approve renaming the Wheels Accessible Advisory Committee (WAAC) to Tri-Valley Accessible Advisory Committee (TAAC).

*Approved:* \_\_\_\_\_

**AGENDA**

**ITEM 5F**



STAFF REPORT

SUBJECT: Resolution in Support of Application for FY 18-19 Funding through the State Transit Assistance State of Good Repair Program

FROM: Jennifer Yeamans, Senior Grants & Management Specialist

DATE: September 10, 2018

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**Action Requested**

Approve Resolution 23-2018 in support of an FY 18-19 allocation request to Caltrans for the State Transit Assistance State of Good Repair (SGR) Program.

**Background**

Senate Bill 1, also known as the Road Repair and Accountability Act of 2017, augmented the existing State Transit Assistance program with a new State of Good Repair (SGR) program funded from a portion of a new Transportation Improvement Fee on vehicle registrations due on or after January 1, 2018. Funds are distributed by formula on a population basis in the region to the Metropolitan Transportation Commission, and on a revenue basis directly to eligible transit operators for transit maintenance, rehabilitation, and capital projects. The State Controller's Office estimates that \$55,640 in revenue-based SGR funds will be available for allocation to LAVTA in FY 2018-19.

Attachment 1 is a Board resolution which would authorize the Executive Director to request allocations for specific projects and execute the necessary Certifications and Assurances with Caltrans. The resolution is a requirement of the State of Good Repair Program Guidelines issued by Caltrans in December 2017.

The program guidelines state that transit agencies receiving funds from the SGR program must submit expenditure proposals listing projects that maintain the public transit system in a state of good repair, which are:

- Transit capital projects or services to maintain or repair a transit operator's existing transit vehicle fleet or transit facilities, including the rehabilitation or modernization of the existing vehicles or facilities.
- The design, acquisition and construction of new vehicles or facilities that improve existing transit services.
- Transit services that complement local efforts for repair and improvement of local transportation infrastructure.

Prior to receiving an apportionment of SGR funds in a given fiscal year, recipients must

submit a list of projects proposed to be funded to Caltrans. Project proposals must include a description and location of the project, a proposed schedule for the project's completion, and an estimated useful life of the improvement. Recipient agencies are required to submit an Annual Expenditure Report on all activities completed with those funds to Caltrans. Recipient agencies must also report the SGR revenues and expenditures in their annual Transportation Development Act Audit.

**Discussion**

As with the prior year's FY 2017-18 allocation, staff proposes to use the FY 2018-19 SGR allocation to augment the agency's ongoing work on bus stops and shelters throughout LAVTA's service area. Many passenger shelters and amenities in LAVTA's service area are past their useful life and in need of rehabilitation and/or replacement.

In order to receive full allocations from the State Controller's Office for FY 2018-19, agencies are required to submit their project lists to Caltrans by September 1, 2018. Caltrans will accept Board-approved resolutions of support for such projects and authorizing execution of the Certifications and Assurances until September 30, 2018.

**Fiscal Impact**

The FY 2018-19 SGR allocation is in addition to the FY 2017-18 SGR allocation which was included in the agency's FY 2018-19 budget for Bus Shelters, Signs, and Stops. Exclusive of Measure B grant funds budgeted specifically to the Pleasanton BRT Enhancement project, the proposed project budget is as follows:

<b>FY 2018-19 Bus Shelters, Signs, and Stops</b>	
<b>Fund Source</b>	<b>Amount</b>
TDA 4.0	\$464,415
Prop. 1B PTMISEA	\$80,585
STA SGR FY 17-18	\$55,640
STA SGR FY 18-19	\$55,640
<b>Total Budget</b>	<b>\$656,280</b>

**Recommendation**

Staff recommends the Board of Directors approve Resolution 23-2018 in support of an allocation request to Caltrans for the State Transit Assistance State of Good Repair (SGR) Program.

Attachments:

1. Resolution 23-2018

Approved: \_\_\_\_\_



**RESOLUTION NO. 23-2018**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LIVERMORE  
AMADOR VALLEY TRANSIT AUTHORITY AUTHORIZING THE  
EXECUTION OF THE CERTIFICATIONS AND ASSURANCES FOR THE  
CALIFORNIA STATE OF GOOD REPAIR PROGRAM**

**WHEREAS**, the Livermore Amador Valley Transit Authority is an eligible project sponsor and may receive State Transit Assistance funding from the State of Good Repair Account (SGR) now or sometime in the future for transit projects; and

**WHEREAS**, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

**WHEREAS**, Senate Bill 1 (2017) named the Department of Transportation (Department) as the administrative agency for the SGR; and

**WHEREAS**, the Department has developed guidelines for the purpose of administering and distributing SGR funds to eligible project sponsors (local agencies); and

**WHEREAS**, the Livermore Amador Valley Transit Authority wishes to delegate authorization to execute these documents and any amendments thereto to the Executive Director;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Livermore Amador Valley Transit Authority that the fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances document and applicable statutes, regulations and guidelines for all SGR funded transit projects; and

**NOW THEREFORE, BE IT FURTHER RESOLVED** that the Executive Director be authorized to execute all required documents of the SGR program and any Amendments thereto with the California Department of Transportation.

**PASSED AND ADOPTED** by the governing body of the Livermore Amador Valley Transit Authority (LAVTA) this 10th day of September 2018.

BY \_\_\_\_\_  
Scott Haggerty, Chair

ATTEST \_\_\_\_\_  
Michael Tree, Executive Director

**AGENDA**

**ITEM 5G**



STAFF REPORT

SUBJECT: One Year Extension to Paratransit Operation Contract to Medical Transportation Management, Inc.

FROM: Michael Tree, Executive Director

DATE: September 10, 2018

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**Action Requested**

The Finance and Administration Committee recommend that the Board of Directors exercise the option to extend the second option year of the contract with Medical Transportation Management, Inc. (MTM) through FY2019.

**Background**

In February 2014, the Board of Directors awarded a contract to MTM to provide ADA paratransit services through a paratransit brokerage model for the Agency. The agreement was awarded for a base term of March 7, 2014 to June 30, 2017 with the right to extend the agreement for four one-year periods. The contract was extended for one additional year in FY2017 and is recommended for extension of the second option year through June 30, 2019. The terms specify that the extension price will incorporate a 2% per trip price increase for each extension year.

**Discussion**

MTM has provided high quality paratransit services since starting the LAVTA contract in March 2014. Since they started, MTM has operated more like a partner than a contractor. The team provided a smooth start-up and transition, and even with several initial operational kinks, the team was committed to delivering a high quality product. The local and regional MTM team has helped LAVTA tackle several challenging issues over the years. These issues, including incorporating paratransit assessments and interviews into the application process, addressing inconsistent data, and helping to find creative ways to manage the growing ridership challenge, are even more important as they impact the Tri-Valley's most sensitive populations. The local team is dedicated, hardworking, and has incredible customer service. LAVTA's Dial-A-Ride service has and continues to receive high marks for the past three years, and customer complaints are down.

**Recommendation**

The Finance and Administration committee forward to the Board a recommendation to exercise the second option year and extend the paratransit operations agreement from July 1, 2018 through June 30, 2019.

Attachment

1. Letter to MTM Exercising Agreement Option
2. Resolution 25-2018

*Submitted:* \_\_\_\_\_

September 10, 2018

Alaina Macia  
 Medical Transportation Management, Inc.  
 16 Hawk Ridge Drive  
 Lake St. Louis, MO 63367

Dear Alaina

On March 7, 2014 LAVTA entered into an Agreement with Medical Transportation Management, Inc. (MTM) for the provision of paratransit services. In accordance with this Agreement, the initial period of the contract began on May 1, 2014 and ends June 30, 2017, and LAVTA has sole discretion to extend the contract for four (4) one-year periods. This letter confirms LAVTA's intention to exercise the option to extend this contract for the period of July 1, 2018 through June 30, 2019.

In addition, in accordance with Section 4 of this Agreement, this letter also confirms the 2% increase in the per trip rate for FY19. Commencing July 1, 2018 through June 30, 2019 (FY 2018-19) LAVTA agrees to pay the Contractor for performance of the service set forth in this Agreement will adjust as follows:

Tier	Trips Per Month	Per Trip Rate
1	Up to 4,199	\$33.82
2	4,200-4,699	\$33.00
3	4,700+	\$31.91

MTM has provided quality paratransit services for LAVTA since the beginning of this contract. We look forward to another successful year of providing excellent service throughout the Tri-Valley.

It is a pleasure working with you.

Sincerely,

Michael Tree  
 Executive Director

**RESOLUTION NO. 25-2018**

**A RESOLUTION OF THE LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY APPROVING AN EXTENSION OF THE PARATRANSIT OPERATIONS AND MAINTENANCE CONTRACT WITH MEDICAL TRANSPORTATION MANAGEMENT, INC. (MTM) FOR THE FIRST OPTION YEAR**

**WHEREAS**, the Livermore Amador Valley Transit Authority (LAVTA) entered into a contract for Operations and Maintenance (O&M) for its paratransit services with Medical Transportation Management Inc. (MTM), of Lake St. Louis, Missouri; and

**WHEREAS**, the contract base term, from May 1, 2014 to June 30, 2017, will be expiring at the end of June 2017; and

**WHEREAS**, the contract includes four one-year option terms that can be exercised increments at the sole discretion of LAVTA, from July 1, 2017 to June 30, 2021; and

**WHEREAS**, MTM has been providing quality paratransit transportation service for the three years to the most fragile residents and travelers of the Tri-Valley; has worked hard to improve customer service; and has shown a major commitment to the quality provision of ADA paratransit services; and

**WHEREAS**, LAVTA finds it in its best interests to exercise its option to extend the paratransit O&M contract to MTM for the second option year from July 1, 2018 to June 30, 2019.

**NOW, THEREFORE, BE IT RESOLVED:** That the Board of Directors of the Livermore Amador Valley Transit Authority, approves an extension of the paratransit O&M contract with Medical Transportation Management, Inc. of Lake St. Louis, Missouri for the second option year from July 1, 2018 to June 30, 2019 and directs the Executive Director and Legal Counsel to negotiate a contract extension pursuant to terms and conditions which are consistent with the RFP and the proposer's original and subsequent submittals.

**BE IT FURTHER RESOLVED:** That the Executive Director shall annually estimate the amount of service to be provided in the upcoming fiscal year, negotiate the terms and conditions for that amount of service with Medical Transportation Management, Inc., and present the resulting O&M costs for paratransit services in the annual Budget for the Board's review and approval.

**PASSED AND ADOPTED** by the governing body of the Livermore Amador Valley Transit Authority (LAVTA) this 10th day of September 2018.

BY \_\_\_\_\_  
Scott Haggerty, Chair

ATTEST \_\_\_\_\_  
Michael Tree, Executive Director

**AGENDA**

**ITEM 5H**



STAFF REPORT

SUBJECT: Resolution of the Board of Directors Appreciating the Services of Diane Farner

FROM: Michael Tree, Executive Director

DATE: September 10, 2018

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**Action Requested**

It is requested that the Board of Directors adopt the attached Resolution appreciating the services of Diane Farner in recognition of her service as a Bus Operator with the Livermore Amador Valley Transit Authority (LAVTA), from 1987 until 2018 and its predecessor the Rideo bus system.

Mrs. Farner will be invited to attend the meeting of the Board of Directors so that a formal presentation can be made.

Attachments:

1. Resolution 26-2018 of the Board of Directors Appreciating the Services of Diane Farner

*Submitted:* \_\_\_\_\_



**RESOLUTION NO. 26-2018**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY  
RECOGNIZING THE SERVICES OF DIANE FARNER**

**WHEREAS**, Diane Farner was employed as a Wheels bus operator from 1987 until 2018; and

**WHEREAS**, Diane Farner was previously employed by the Rideo bus system, and both the Dublin and Livermore schools, as a bus operator; and

**WHEREAS**, Diane Farner has admirably served the riders of the Tri-Valley since 1978; and

**WHEREAS**, Diane Farner gave her full commitment to providing exceptional service and dedication to the people of the Tri-Valley; and

**WHEREAS**, Diane Farner witnessed many changes in public transit in the Tri-Valley and has shown leadership and resiliency throughout her career;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Livermore/Amador Valley Transit Authority hereby recognizes that the service of Diane Farner was an asset to the bus riders of the Tri-Valley; and express gratitude and sincere appreciation for her forty years of service.

**BE IT FUTHER RESOLVED** that a copy of this resolution be presented to Diane Farner recognizing her as a dedicated and faithful Wheels driver with our sincere appreciation.

**PRESENTED, PASSED AND ADOPTED** this 10th day of September 2018

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Scott Haggerty, Chair

**ATTEST:**

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Michael Tree, Executive Director

**AGENDA**

**ITEM 6**



STAFF REPORT

SUBJECT: Livermore Historic Railroad Depot Lease Agreement  
FROM: Jennifer Yeamans, Senior Grants & Management Specialist  
DATE: September 10, 2018

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**Action Requested**

Approve Resolution 27-2018, authorizing the Executive Director to execute an agreement with the City of Livermore to lease a portion of the City's historic Railroad Depot for long-term use as LAVTA's ticketing office.

**Background**

In November 2015, LAVTA and the City of Livermore entered into an agreement to sell a subdivided portion of LAVTA-owned property at the Livermore Transit Center to the City to prepare such property to receive the historic Livermore Railroad Depot building previously located at 20–22 L Street in Livermore. This agreement also established terms of the Depot building lease once the relocation and renovation of the historic Depot was complete. The City has since used \$2.5 million in federal grant funds to relocate the historic Depot and has performed certain Reconfiguration Work in order to return the building to its original use as a ticketing office with the intent of leasing the Reconfigured space back to LAVTA for such use according to the agreement.

In January 2017, LAVTA's agreement with the City was amended to provide for additional terms, including additional funding provided by LAVTA for the design and construction of a ticketing wall inside the Depot not contemplated with the original Agreement was executed.

Construction at the Depot site was substantially completed in August 2018, and the building has been certified for occupancy. Other minor site improvements including concrete and asphalt resurfacing work is still under way and expected to be completed soon in advance of a future Grand Opening event to be scheduled by the City.

**Discussion**

The terms of LAVTA's and the City's November 2015 agreement concerning the historic Depot provided for several key terms that are currently reflected in the City's proposed fifty-year lease agreement, which is shown in Attachment 2:

- Due to the historic nature of the Depot, the City has exclusive authority to maintain or authorize alterations to the exterior and structural components of the building.
- LAVTA is required to maintain and clean the Leased Premises, including the ticket office, the staff restroom, the public restroom, and the driver's restroom. LAVTA is

- required to clean the museum/waiting area of the Leased Premises, but City will be responsible for maintenance of this area and replacement of any lost or stolen items.
- LAVTA is required to pay for utilities (water and electric), including irrigation of landscaping improvements, which includes three new oak trees.
  - City is required to provide for maintenance of all other aspects of the subdivided parcel, including all exterior landscaping and interior areas of the building not included as LAVTA's Leased Premises (these include features such as the community room and the upstairs office, currently unfinished).
  - Should the City lease other parts of the building to other tenants in the future, LAVTA will share certain common costs with any future tenants (these are costs not otherwise assigned exclusively to LAVTA or the City, e.g. joint maintenance of the security system and sharing of utilities).

Under the previously agreed terms, LAVTA is to be responsible for costs associated with cleaning and maintaining the new ticket office and restrooms only up to the amount LAVTA spent on the previous LAVTA-owned facility that was demolished to make way for the Historic Depot relocation. These annual operating costs, exclusive of utilities and security, totaled approximately \$18,000 in the two years prior to the demolition of the previous ticketing office.

The City of Livermore is scheduled to approve the terms of the Lease Agreement at the September 24 City Council meeting. Therefore, staff is requesting the Board of Directors approve the terms of the Lease Agreement in substantial conformance with the agreement shown in Attachment 2, which will provide for addressing any minor typos or spelling errors that the parties may discover prior to executing the Lease Agreement.

### **Fiscal Impact**

The City's proposed lease terms provide for an annual payment of \$1 per year for the fifty-year term of the lease. If LAVTA's annual operating expenses at the Depot exceed the previous building's operating expenses of \$18,000 per year, the City will in consultation with LAVTA, identify capital projects to harden the facility further to reduce annual maintenance costs. If capital improvements cannot be identified and implemented, the lease agreement stipulates the City will pay any reasonable difference in operating costs.

### **Recommendation**

Staff recommends the Board of Directors approve Resolution 27-2018, authorizing the Executive Director to execute an agreement with the City of Livermore to lease a portion of the City's historic Railroad Depot for long-term use as LAVTA's ticketing office.

Attachments:

1. Resolution 27-2018
2. Lease Agreement with the City of Livermore, with Exhibits A–D

Approved: \_\_\_\_\_

**RESOLUTION NO. 27-2018**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY  
EXECUTING A FIFTY-YEAR LEASE AGREEMENT WITH THE CITY OF  
LIVERMORE FOR USE OF PART OF THE CITY'S HISTORIC RAILROAD  
DEPOT BUILDING AS A TICKET OFFICE**

**WHEREAS**, the Livermore Amador Valley Transit Authority uses the Livermore Transit Center as a customer service center and ticketing office; and

**WHEREAS**, the Livermore Amador Valley Transit Authority previously executed an Agreement with the City of Livermore concerning the Right of Entry, Lease of Sale and Land, and Terms of Depot Building Lease concerning the City's Historic Railroad Depot; and

**WHEREAS**, under the Agreement LAVTA granted the City a right of entry onto the LAVTA Transit Center to undertake work necessary to accept the Depot building; and

**WHEREAS**, under the Agreement the City leased from LAVTA a parcel of land at the Livermore Transit Center on which to locate the Depot building, after which LAVTA applied to the City to subdivide this leased parcel of land and sold it to the City for one dollar (\$1); and

**WHEREAS**, under the Agreement LAVTA and the City established terms for a future lease agreement for a portion of the Historic Depot building for use as LAVTA's ticketing offices, including a fifty-year lease term with rent payable to the City by LAVTA at a rate of \$1 per year; and

**WHEREAS**, reconfiguration work on the Depot building and subdivided parcel is substantially complete and the ticket office certified for occupancy;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Livermore/Amador Valley Transit Authority that the Executive Director may enter into a fifty-year lease agreement with the City of Livermore for use of part of the City's Historic Railroad Depot as a ticketing office.

**PASSED AND ADOPTED** this 10th day of September 2018

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Scott Haggerty, Chair

**ATTEST:**

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Michael Tree, Executive Director

**APPROVED AS TO FORM:**

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Michael Conneran, Legal Counsel

Recording requested by and  
when recorded return to:

City Clerk  
City of Livermore  
1052 S. Livermore Avenue  
Livermore, CA 94550

## LEASE

THIS LEASE AGREEMENT is made and entered into as of the \_\_\_\_ day of \_\_\_\_\_, 2018, by and between the City of Livermore, a municipal corporation ("City"), and the Livermore Amador Valley Transit Authority, a Joint Powers Authority formed by the County of Alameda, the City of Dublin, the City of Livermore, and the City of Pleasanton ("LAVTA" or "Lessee"). City and LAVTA may be referred to herein individually as a "Party" and collectively as the "Parties."

## RECITAL

1. On November 24, 2015, the City and LAVTA entered into an agreement concerning the real property located at 2500 Railroad Court in Livermore, California, APN 098-0260-013-03 ("Agreement"). The Agreement provided the terms under which the City could enter onto the property to prepare it to receive the historic Livermore Railroad Depot which was located on 20-22 L Street in Livermore. The Agreement also provided the terms pursuant to which the City could undertake reconfiguration work to the Depot so that LAVTA may lease a portion of the Depot and use it as a ticketing office, as well as the terms pursuant to which LAVTA would sell the City the land located underneath the re-located Depot.

2. On January 10, 2017 the City and LAVTA entered into an Amendment to the November 24, 2015 Lease Agreement between the City of Livermore and LAVTA Concerning Historic Depot ("First Amendment"). The First Amendment addressed the City's payment of the Residual Equity Interest to LAVTA as a result of the prior Federal Transit Administration Grant, LAVTA's construction of an interior ticketing wall in the Depot, the need for additional security cameras, and the replacement of a failed asphalt driveway at the entrance to the property.

3. On June 5, 2018, LAVTA subdivided the property located at 2500 Railroad Court in Livermore, California to create a 9,156 square foot parcel located underneath the relocated Depot and sold the 9,156 square foot parcel to the City for \$1.

4. The City and LAVTA desire to enter into a lease agreement (the "Lease Agreement") whereby LAVTA ("Lessee") will lease a portion of the Depot for use as its ticketing office, which includes the use of staff, driver, and public restrooms.

5. Lessee's rights under this Lease are strictly limited to the defined Leased Premises, except as expressly permitted under Section 6.2.

**NOW, THEREFORE, IT IS AGREED THAT THE FOREGOING RECITALS ARE TRUE AND ACCURATE, AND IT IS FURTHER AGREED AS FOLLOWS:**

1. **LEASE.** The City hereby leases to Lessee, and Lessee leases from City, the Leased Premises as described herein upon the covenants, terms, and conditions hereinafter set forth.

2. **DEPOT PROPERTY.** Lessee owns the real property located at 2500 Railroad Court in Livermore, California, County of Alameda, State of California except for a 9,156 square foot subdivided portion of property which is owned by the City, as more particularly identified and described in Exhibit A. The City's 9,156 square foot portion of property includes the relocated Depot (the "Depot Building"), pavers and landscaping, three oak trees, shrubbery, and an outdoor seating area hereinafter "Depot Property," as more particularly described in the Diagram of Depot Property attached as Exhibit B. City shall access the Depot Property by a public access easement over the asphalt parking lot owned by Lessee.

3. **LEASED PREMISES.** The Leased Premises is comprised of approximately 1300 square feet, located within the Depot Building, in the City of Livermore, County of Alameda, State of California, hereinafter "Leased Premises" as more particularly described in the Diagram of Leased Premises attached as Exhibit C. The Leased Premises includes a ticketing office, a staff restroom, a public restroom, a driver restroom, a waiting room/lobby and a museum.

4. **TERM AND EFFECTIVE DATE.**

4.1. **Effective Date.** The "Effective Date" of this Lease Agreement shall be the date City issues the certificate of occupancy for the Leased Premises.

4.2. **Term.** City leases to Lessee the Leased Premises commencing on the Effective Date, for a term of fifty (50) years unless terminated earlier pursuant to Section 24.

5. **RENTAL RATE.** Lessee shall pay rent to the City in the amount of \$1 annually for the initial term of the Lease Agreement. Lessee shall pay to the City \$1 annually for each year of any renewal of this Lease Agreement.

6. **USE.**

6.1. **Depot Building.** The Depot Building may be used by the Parties for the operation of a transit facility/center, community historical railroad museum, and other transit related or compatible uses, pursuant to the terms of this Lease Agreement.

6.2. **Leased Premises.** The Leased Premises shall only be used as a ticketing office for Lessee's own operations, a waiting room/ lobby, and a museum, and for no



other purpose. As part of the Leased Premises, Lessee shall have access to the staff restroom, driver restroom, and public restroom.

6.3. Seating Area. Lessee shall be entitled to use the paver area on the Depot Property described in Exhibit B for seating for passengers or members of the public. Lessee shall be solely responsible for the maintenance, repair and/or replacement of any tables, chairs or other furniture it has provided for seating for passengers or members of the public.

6.4. Museum. City may operate a museum in the waiting room/lobby areas of Lessee's ticketing office by installing display cases or displaying other objects, so long as the museum operations do not interfere with Lessee's operations.

6.5. Nuisances Prohibited. The Parties shall not commit any waste on or of the Leased Premises or the Depot Property, and the Parties shall not do or permit any act in or about the Leased Premises or the Depot Property which shall constitute a nuisance or which may endanger any part of the Leased Premises or the Depot Property.

6.6. Compliance with Laws. No use of the Leased Premises or the Depot Property shall be made or permitted which is in any manner contrary to the statutes, ordinances, regulations, and other requirements of law in effect during the term that regulates the use of the Leased Premises.

6.7. Alterations or Improvements. The Depot Building is a historic structure and Lessee agrees to preserve its historic nature. Lessee shall not, without the City's prior written consent pursuant to Section 16 below, make any alterations, improvements, or additions to the Leased Premises or any portion thereof.

6.8. Permits and Approvals. Lessee acknowledges that execution of the Lease Agreement by City does not constitute City approval for the purpose of the issuance of permits, does not limit in any manner the discretion of City in such approval process, and does not relieve Lessee from the obligation to apply for and obtain from City for the intended use all applicable permits and approvals. Lessee shall pay when due all customary and reasonable fees and charges in connection with the processing of all applicable permits and approvals. City agrees to process and review any documents, applications, and authorizations that may be necessary or appropriate as owner of the Leased Premises; provided, however, that any such entitlements and permits shall be obtained at the sole cost and expense of Lessee.

## **7. HOURS OF OPERATION.**

7.1. Hours of Operation. The Leased Premises shall be open to the public at least during the hours of 8:00 a.m. to 5:00 p.m., Monday through Friday. Lessee may open, operate, or maintain the Leased Premises outside these hours, including during the weekend hours, however Lessee shall ensure that the Leased Premises and the Depot Property are locked and secured at all times the Leased Premises is not staffed by Lessee. Lessee's failure to lock and secure the Leased Premises may constitute grounds

for termination of the Lease Agreement.

7.2 City Access. Lessee shall permit 24-hour access to the City and City tenants to the Depot Building, except that the City and other City tenants shall not have access to the Leased Premises, except for the public restroom and waiting room/lobby and museum.

## **8. MAINTENANCE**

8.1. Leased Premises. Lessee shall be solely responsible to maintain the Leased Premises, including but not limited to, the staff restroom, public restroom, and driver restroom in good and sanitary order, condition and repair. In the event that Lessee fails to maintain the Leased Premises in good and sanitary order, condition and repair, as determined by City, City may elect, but is not required, to have the Leased Premises cleaned or repaired by an outside source and Lessee shall be responsible for all costs.

8.2. Lobby Areas and Museum. Lessee shall provide janitorial services in the passenger lobby/waiting area and the public museum, but shall not be responsible for the maintenance or the replacement of damaged or lost historic relics or museum items except for damage caused by an intentional act or willful misconduct by Lessee's employees or workers. However, Lessee shall notify Livermore Police Department as soon as possible of any damage, tampering or vandalism to any of the historic relics or museum items.

8.3. Restrooms. Lessee shall be responsible to maintain and operate the staff restroom, the public restroom, and the driver restroom in accordance with section 8.1. Lessee shall make the public restroom available to the City for City affiliated events at the Depot Building.

8.4. Security Camera System. Lessee shall be solely responsible for the operation, maintenance, and repair of the security camera system on the Depot Property.

8.5. Oak Trees. Lessee shall provide City use of LAVTA's existing irrigation system to supply water to the three Oak trees and shrubbery located on the Depot Property. LAVTA shall notify the City as soon as possible of any irrigation system malfunction or any time that water will not be provided to the Depot Property. City shall be responsible for all other maintenance, trimming and/or removal/replacement of the three Oak trees and shrubbery on the Depot Property

8.6. Interior of Depot Building. The common costs to maintain the interior of the Depot Building shall be shared by all occupants of the Depot Building, however, Lessee's share of such maintenance costs shall be capped at \$18,000 per year, which amount shall increase annually based on the Consumer Price Index, All Urban Consumers/All Items for the San Francisco/Oakland/San Jose area. If Lessee's maintenance expenses for the Leased Premises exceed \$18,000 per year, increased annually by the Consumer Price Index, All Urban Consumers/All Items for the San Francisco/Oakland/San Jose area, the Parties will identify capital improvement projects to reduce annual maintenance

costs. If capital improvement projects cannot be identified and implemented, City will pay any reasonable difference in maintenance costs. The \$18,000 per year cap on Lessee's maintenance costs shall not include costs for alarm security and utilities which are addressed separately in Sections 9.1 and 12.

8.7. Remainder of Depot Property. Other than the areas and items listed in Sections 8.1 through 8.6 above, the City will bear the cost and responsibility to maintain the remainder of the Depot Property, including but not limited to the exterior building, windows, pavers, landscaping and hardscaping, all mechanical and electrical systems, and fire system, except for the security camera system.. The City shall maintain the landscaping and hardscaping for the Depot Property in accordance with the same standards that the City maintains similar types of public landscaping and hardscape.

8.8. Inspection by City. Lessee shall allow City to enter all parts of the Depot Building during the hours of operations from 5:30 a.m.- 7:00 p.m. on the weekdays, or other reasonable times as agreed to by the parties, for the purpose of inspecting and maintenance to determine that Lessee is complying with the terms of this Lease Agreement and that the historic integrity of the building is not at risk.

8.9. Failure to Maintain. Lessee's failure to maintain or make said repairs to any of the areas or items listed in Sections 8.1 through 8.6 above, upon being notified by City's agent and not cured in a timely fashion, shall constitute a default by Lessee as outlined under the provisions set forth in Section 24 of this Lease Agreement.

## **9. BUILDING SECURITY.**

9.1. Alarm System. City shall purchase and install an alarm system for the Depot Building. After the alarm system is installed, Lessee shall be solely responsible for the operation and maintenance of the alarm system. City shall not be responsible for any misuse or malfunction of the alarm system or tracking of Lessee's employee access. In the event that City leases space in the Depot Building to tenants other than Lessee, the costs for operation and maintenance of the alarm system shall be pro-rated between the tenants, including Lessee, based on the square footage leased by each tenant.

9.2. Building Keys. Lessee agrees to keep a list of names of all employees issued keys to the Depot Property ("Designated Employees"), and to provide this information to the City by completion of a building key agreement form for each employee issued building keys. Lessee shall recover all building keys from any Designated Employee who ceases to work for Lessee, and return them to City. A \$100 deposit shall be paid by Lessee for each set of building keys issued. The deposit is refundable with the return of the keys to the City. City shall provide a combination lock for the driver restroom.

9.3. Locked Facility/After-Hours. The Property shall be locked and secured by Lessee from 7:00 p.m. to 5:30 a.m. Monday through Friday, and shall remain locked on weekends and all City holidays when it is not in use, and at any time the Leased Premises is not staffed by Lessee.

**10. HAZARDOUS MATERIALS.** Lessee shall not cause or permit any Hazardous Materials to be permanently stored, used or disposed of, in the Leased Premises or the Depot Property by Lessee, Lessee's agents, employees, contractors or invitees, without having obtained City's prior written consent. For purposes of this Lease Agreement, the following terms shall have the meanings set forth below:

"Hazardous Materials" shall mean any toxic or hazardous wastes, pollutants, materials or substances, including, without limitation, asbestos, PCB's, petroleum products, radioactive substances or their by-products, other substances defined or listed as "hazardous substances", "hazardous materials", "hazardous wastes" or "toxic substances" in or pursuant to the Comprehensive Environmental Response, Compensation and Liability Act of 1980, 42 U.S.C. §§ 9601, et seq. ("CERCLA"); the Hazardous Materials Transportation Act, 49 U.S.C §§ 5101, et seq.; the Resource Conservation and Recovery Act, 42 U.S.C. §§ 6901 et seq.; the Toxic Substance Control Act of 1976, 15 U.S.C. §§ 2601 et seq.; any "toxic pollutant" under the Clean Water Act, 33 U.S.C. §§ 1251 et seq.; any hazardous air pollutant under the Clean Air Act, 42 U.S.C. §§ 7401 et seq.; the California Hazardous Substance Account Act, California Health & Safety Code ("HSC") §§ 25330.2 et seq., the Hazardous Waste Disposal Land Use Act, HSC §§ 25100 et seq.; in or pursuant to or identified as causing cancer or reproductive toxicity in the California Safe Drinking Water & Toxic Enforcement Act of 1986, HSC §§ 25249.5 et seq.; and HSC §§ 25117, 25316; all as such laws may be amended; any hazardous or toxic substance, material, chemical, waste, or pollutant now or hereafter regulated under any other applicable Federal, State, or local environmental laws, without limitation; and any other matter in the nature thereof arising pursuant to the jurisdiction of any public agency.

"Hazardous Discharge" and "Contamination" shall mean the happening of any event involving an emission, spill, release, or discharge ("Release") into or upon (a) the air, (b) soils or any improvements located thereon, (c) surface or ground water, (d) the sewer, septic system, or waste treatment, storage, or disposal system servicing the Premises, of any Hazardous Material, or (e) any other matter in the nature thereof arising pursuant to the jurisdiction of any public agency.

"Environmental Laws" shall mean all applicable Federal, State, and local laws, ordinances, regulations, orders, procedures, policies, and directives of every kind and nature whatsoever pertaining to Hazardous Materials in, at, on, under, or from the Leased Premises or the Depot Property or any portion thereof.

Lessee shall be solely and fully responsible and liable in the event Lessee causes or permits Hazardous Materials to be released at the Leased Premises or the Depot Property, or to enter the City's sewerage or storm drainage system, soil, air, groundwater or any improvements. Lessee shall take all necessary precautions to prevent any Hazardous Materials from entering into the City's sewerage or storm drainage system, soil, air, groundwater or any improvements, or from otherwise being released on the Leased Premises or the Depot Property.

Lessee shall indemnify and hold City harmless from and against all loss, damage, liability (including all foreseeable and unforeseeable consequential damages) and expenses

(including, without limitation, the cost of any required cleanup and remediation of the Hazardous Materials) which City may sustain as a result of the presence or cleanup of Hazardous Materials on the Leased Premises or the Depot Property or the subsurface solely caused by Lessee's use of the Leased Premises or the Depot Property during the term of this Lease Agreement. After notice from City, and at the discretion of City, Lessee shall cease its activities on the Leased Premises or the Depot Property until such release or danger of release of Hazardous Materials is cured, without abatement of any fees or charges due under this Lease Agreement, until such release or the danger of release of Hazardous Materials is cured and any remediation of such release is completed in a manner satisfactory to the City Engineer.

**11. TITLE TO IMPROVEMENTS.** Lessee agrees that all permanent, physically attached improvements and fixed installed equipment made upon the Leased Premises or the Depot Property by either party shall upon the expiration or termination of this Lease be and become the City's property, and shall remain upon and be surrendered with the Leased Premises as part thereof upon termination of this Lease Agreement. Any changes or improvements made to the Leased Premises by Lessee without prior written approval from City if such approval is required hereunder shall be restored to their original condition prior to surrendering the Leased Premises.

**12. UTILITIES.** Lessee shall pay or cause to be paid, and hold City free and harmless from, all charges for the installation, connection, maintenance, furnishing, repair and replacement of all necessary utilities, utility facilities and services, including but not limited to gas, water, electricity, telephone service, cable television, sewage, and other public utilities to the Leased Premises during the term of this Lease Agreement.

12.1. Lease of Depot Building space to other tenants. At the time this Agreement is entered into, Lessee is the sole tenant in the Depot Building. In the event that City leases space in the Depot Building to tenants other than Lessee, the utility costs shall be pro-rated between the tenants, including Lessee, based on square footage leased by each tenant.

**13. TRASH AND REFUSE.** Lessee shall arrange for the quick and efficient collection and disposal of any trash animal waste, clippings and refuse from the Leased Premises at Lessee's expense in accordance with all applicable laws and ordinances. Lessee shall not allow equipment, scrap or other debris to collect in any way on or about the Depot Property. Upon failure of Lessee to comply with the provisions of this section, the City may enter upon the Depot Property, and undertake any necessary cleanup and maintenance activities. If Lessee fails to pay reasonable charges incurred in connection therewith, City may elect to declare the Lease Agreement in default.

**14. LESSEE'S EQUIPMENT.** City shall not be responsible for any equipment or furnishings used or provided by Lessee which are not attached to the Leased Premises, or any damage to said equipment or furnishings. All equipment and furnishings not attached to the Leased Premises shall remain the property and sole responsibility of Lessee. In the event this Lease Agreement is terminated for any reason, Lessee shall remove all equipment and furnishings not attached to the Leased Premises.

**15. RULES AND REGULATIONS.** In its use and operation of the Leased Premises, Lessee shall comply with all applicable statutes, ordinances, or regulations now or hereafter adopted by any federal, state, or county governmental entity, and with all ordinances, regulations, policies, and guidelines now or hereafter adopted by the City of Livermore or any of its boards or commissions, and applicable to Lessee's use of the Leased Premises.

If any license, permit, or other governmental authorization is required for the lawful use or occupancy of the Leased Premises or any portion of the Leased Premises, Lessee shall procure and maintain such license, permit, or other authorization throughout the term of this Lease Agreement.

**16. ALTERATIONS AND ADDITIONS.** Lessee shall not make any alterations to or erect any structures or improvements on the Leased Premises that would not comply with the provisions of this Lease Agreement without the prior written approval of the City Manager. Any alterations or additions approved by City shall be constructed at the sole expense of Lessee and shall include the required City Building Permit(s) and related inspection fees.

**17. INSURANCE.**

17.1. Lessee Insurance. Lessee shall procure and maintain, for the duration of the Lease Agreement, insurance against claims for injuries to persons or damage to property which may arise from, or in connection with Lessee's operation, use of the Leased Premises or this Lease Agreement, which shall be acceptable to the City's Risk Manager. Upon reasonable written notice, Lessee shall comply with any changes in the amounts and terms of insurance as may be required from time-to-time by the City's Risk Manager. The cost of such insurance shall be borne by Lessee. A true and correct copy of the insurance requirements are set forth and attached hereto as Exhibit D.

17.2. City Insurance. City shall purchase and maintain fire insurance for the replacement value of the Depot Building.

**18. HOLD HARMLESS.**

18.1. Hold Harmless/Indemnity. Lessee agrees to, and shall defend, indemnify and hold the City, its officials, directors, employees, volunteers, and agents harmless from and against any or all loss, liability, expense, claim, cost, suits, and damages of every kind, nature and description, including reasonable attorney and expert fees, for or on account of damage to property or injury to persons arising from anything done or performed, or omitted to be done or performed, on the Leased Premises by Lessee, or any activity carried on by Lessee, Lessee's officers, directors, employees, agents, subleasees, service providers, patrons or volunteers. Approval of the insurance required by this Lease Agreement does not relieve Lessee from liability under this hold harmless clause.

**19. TAXES.** During the term of this Lease, Lessee shall pay or cause to be paid, prior

to delinquency, any and all taxes, including possessory interest taxes and any assessments, licenses, and fees levied or assessed on the Leased Premises, on all possessory interests hereunder or in the Leased Premises, and on any improvements, fixtures, and equipment now or hereafter existing on the Leased Premises and on any personal property situated on or about the Leased Premises, or in, on, or about any buildings improvements on the Leased Premises. Notwithstanding the above, in the event a tax assessment is made on the Leased Premises as a result of the use thereof by a tenant of City other than Lessee, that tenant shall be responsible for such tax obligations.

**20. CONDEMNATION.** If all or part of the Leased Premises is taken by condemnation such that the Leased Premises is no longer usable for the purposes contemplated by this Lease Agreement, this Lease Agreement shall terminate. Lessee shall be entitled only to that portion of the proceeds of condemnation which is directly attributable to the value of Lessee's interest in this Lease Agreement.

**21. ASSIGNMENT AND SUBLEASING.**

21.1. Assignment. Lessee shall not assign or transfer, by process or operation of law or in any other manner, without the prior written approval of the City Council of the City of Livermore, which approval shall not be unreasonably withheld. No assignee for the benefit of Lessee's creditors, and no trustee, receiver or referee in bankruptcy shall acquire any rights under this Lease by virtue of this requirement. Any assignment, encumbrance, or sublease without City's consent shall be voidable and at City's election, shall constitute a default.

21.2. Subleasing. Lessee shall not have the right to sublease any portion of the Leased Premises without the City's written consent, which shall not be unreasonably withheld; provided however that the term of any sublease shall not extend beyond the term of this Lease Agreement; any and all subleases shall be expressly made subject to all of the terms, covenants, and conditions of this Lease Agreement, including, without limitation, requirements that the Leased Premises be used as a transit-related operation.

21.3. City Lease of Other Depot Building Space. When entering into a lease of Depot Building space not leased to Lessee, City shall only rent to a tenant whose proposed use complies with the City's applicable land use regulations for the Property on the Effective Date of this Agreement and not to any Adult Business regulated by Chapter 5.08 of the City of Livermore Municipal Code on the Effective Date of this Agreement. City shall consult with Lessee before entering into a lease of Depot Building space. City shall endeavor to lease Depot Building space to tenants whose use is compatible with, and not detrimental to, the operations of Lessee. Likewise, should Lessee ever seek to sublease any portion of the Leased Premises, it will require that any proposed tenant's operations be compatible with the then-current occupants of the Depot Building and not be detrimental to the Depot Building.

**22. SURRENDER OF POSSESSION.** At the expiration of the leasehold term, Lessee agrees to yield and deliver to City the possession of the Leased Premises and physical improvements either existing or erected by Lessee pursuant to the terms hereof in good

condition, normal wear and tear excepted.

Lessee shall not vacate or abandon the Leased Premises at any time during the term of this Lease Agreement, for a period of more than four (4) days, and any violation of this condition shall be considered a default of the Lease Agreement providing the City the right to immediately terminate the Lease Agreement and take possession of the Leased Premises. Violation of this provision shall also entitle the City to immediately access the Leased Premises to ensure its security, whether or not the City terminates the Lease Agreement.

**23. TRANSFER OF DEPOT PROPERTY.** In the event that City sells or transfers the Depot Property to another entity, individual or business, any such sale or transfer shall be subject to the terms of this Lease Agreement.

**24. TERMINATION.**

24.1. Termination by City. In the event Lessee engages in, or permits any other person to engage in, any illegal activities in, on, or about the Leased Premises or the Depot Property whether with or without a criminal conviction, City shall have the right to immediately terminate this Lease Agreement and demand Lessee surrender the Leased Premises.

Except for immediate termination as provided for in this Lease Agreement as set forth in Section 24.1, should Lessee at any time during the term of this Lease Agreement be in default in the performance of any of the terms, conditions, rules, covenants, or requirements herein contained or otherwise agreed to by the parties, including the rules and regulations established by City regarding the use of, or access to the Leased Premises or the Depot Property, and should such default continue for thirty (30) days after written notice thereof from City to Lessee specifying the particulars of such default, then in any such event it shall be at the option of the City, the City's right to declare this Lease Agreement terminated and re-enter the Leased Premises and take possession thereof and Lessee shall have no further claim thereon or hereunder.

City's remedies under this section shall be in addition, and supplemental, to any and all other rights or remedies which City may have pursuant to this Lease Agreement or under the law.

24.2. Termination by Lessee. If at any time after the date of execution of this Lease Agreement, Lessee desires to vacate the Leased Premises, Lessee shall give (60) sixty days' written notice to City, thereby terminating this Lease and relinquishing full title, control, and possession of the Leased Premises. Lessee shall surrender any and all improvements made to the Leased Premises and any fixed installed equipment and shall not be entitled for reimbursement by City for such improvements or equipment.

**25. HOLDING OVER.** Any holding over without the city's prior written consent shall be prohibited.



**26. REVIEW OF LEASE.** Each Party to this Lease Agreement declares that prior to the execution of this Lease Agreement, each party had the opportunity to seek the independent advice of counsel and that they apprised themselves of sufficient relevant information in order that they might intelligently exercise their own judgment in deciding whether to execute this Lease Agreement. Each party agrees that they have completely read and understood the Lease Agreement, know the contents thereof, and have signed the Lease Agreement of their own free will and free of any duress. No single party has drafted this Lease Agreement and it shall not be interpreted against any party as the drafting party.

**27. TIME OF ESSENCE.** Time is of the essence for each provision of this Lease Agreement.

**28. WAIVER.** A term or condition of this Lease Agreement may be waived any time by the party entitled to the benefit thereof, but no such waiver shall affect the right of the waiving party to require observance, performance or satisfaction either of that term or condition as it applies on a subsequent occasion or of any other term or condition. Lessee shall not be excused from complying with any of the terms and conditions of this Lease Agreement by any failure of the City upon any one or more occasions to insist upon or to seek compliance with any such terms and conditions.

**29. ATTORNEYS FEES AND COSTS.** In the event either Party shall bring any action against the other arising out of the performance of this Lease Agreement, the prevailing party shall be entitled to recover its reasonable costs and attorneys' fees, witnesses', and other fees and expenses. Recoverable costs shall not be limited by application of the California Civil Code and shall include costs such as consulting experts and other expenses not specifically allowed by operation of California statute.

**30. MODIFICATIONS.** Lessee agrees that the terms of this Lease Agreement constitute the entire Lease Agreement between Lessee and City regarding the Leased Premises. However, this Lease Agreement may be modified by written agreement of the Parties.

**31. PERFORMANCE EXCUSED.** The Parties shall be excused from performance, as hereunder agreed to, if such performance is rendered impossible, impractical, or unreasonably difficult by, but not limited to, any strike, lockout, labor disturbance of any kind, civil commotion, war, acts of terrorism, shortage of any supply or labor, shortage of water, weather, act of government authority, enactment or change in laws or regulations, breakdown of facilities or any cause outside the parties' control.

**32. INVALID PROVISIONS, SEVERABILITY.** If any term of this Lease Agreement is held invalid by a court of competent jurisdiction, the invalidity of such term shall not invalidate any other term of this Lease Agreement; provided, however, that the invalidity of any such term does not materially prejudice either City or Lessee in their respective rights and obligations contained in the valid terms of this Lease Agreement.

**33. BINDING ON SUCCESSORS.** The terms contained in this Lease Agreement

shall, subject to the provisions as to assignment, apply to and bind the heirs, successors, executors, administrators, and assigns of the Parties.

**34. GOVERNING LAW.** This Lease Agreement, and all matters relating to this Lease Agreement, shall be governed by the laws of the State of California, or other applicable and superseding federal law, in force at the time any need for interpretation of this Lease Agreement or any decision or holding concerning this Lease Agreement arises.

**35. NOTICE.** Notice shall be effective from the date of mailing. Any and all notices to be given under this Lease Agreement, or otherwise, shall be sent via certified mail with postage prepaid to:

Lessor

City Manager  
City of Livermore  
1052 South Livermore Avenue  
Livermore, CA 94550

Copy to Eric Uranga, Assistant  
Community Development  
Director and Rosy Ehlert,  
Engineering Consultant

Lessee

Executive Director  
Livermore Amador Valley Transit Authority  
1363 Rutan Court, Suite 100  
Livermore, CA 94551

**[Signatures appear on following page.]**

IN WITNESS WHEREOF, the parties to this Lease Agreement have caused it to be executed by their officers thereunto duly authorized so to do this \_\_\_\_ day of \_\_\_\_\_, 2018.

**SIGNATURES MUST BE NOTARIZED FOR RECORDING**

LIVERMORE AMADOR VALLEY TRANSIT  
AUTHORITY OR "LESSEE"

Dated: \_\_\_\_\_

\_\_\_\_\_  
By: Executive Director

CITY OF LIVERMORE,  
a municipal corporation of the State of  
California

Dated: \_\_\_\_\_

\_\_\_\_\_  
Marc Roberts, City Manager

ATTEST:

\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Assistant City Attorney

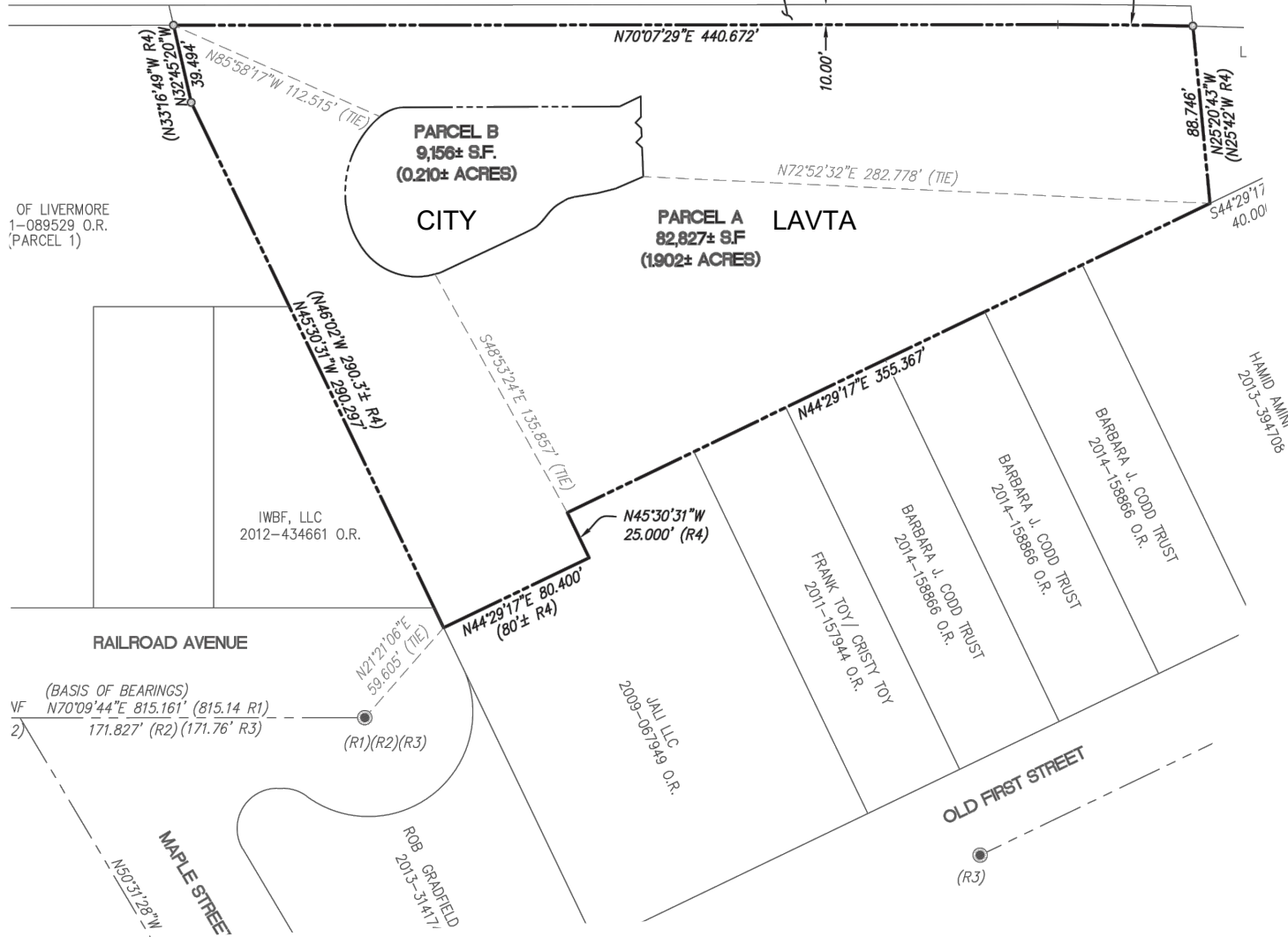
Attachments

- Exhibit A – Plat Map of Depot Property
- Exhibit B – Diagram of Depot Property
- Exhibit C – Diagram of Leased Premises
- Exhibit D – Insurance Requirements

— SOUTHERN PACIFIC TRANSPORTATION COMPANY  
79-030431 O.R.

**SP.R.R.**

SOUTHERN PACIFIC TRANSPORTATION COMPANY  
79-030431 O.R.



OF LIVERMORE  
1-089529 O.R.  
(PARCEL 1)

IWB, LLC  
2012-434661 O.R.

**PARCEL B**  
9,156± S.F.  
(0.210± ACRES)

**CITY**

**PARCEL A**  
82,827± S.F.  
(1.902± ACRES)

**LAVTA**

**RAILROAD AVENUE**

(BASIS OF BEARINGS)  
VF N70°09'44"E 815.161' (815.14 R1)  
2) 171.827' (R2) (171.76' R3)

**MAPLE STREET**

**OLD FIRST STREET**

JAL LLC  
2009-067919 O.R.

FRANK TOY / CRISTY TOY  
201-15194 O.R.

BARBARA J. CODD TRUST  
2014-158866 O.R.

BARBARA J. CODD TRUST  
2014-158866 O.R.

BARBARA J. CODD TRUST  
2014-158866 O.R.

HAND AMIN  
2013-394708

ROB GRADFIELD  
2013-31417

**EXHIBIT A**

PLAT MAP OF DEPOT PROPERTY

City of Livermore  
Date: August 15, 2018

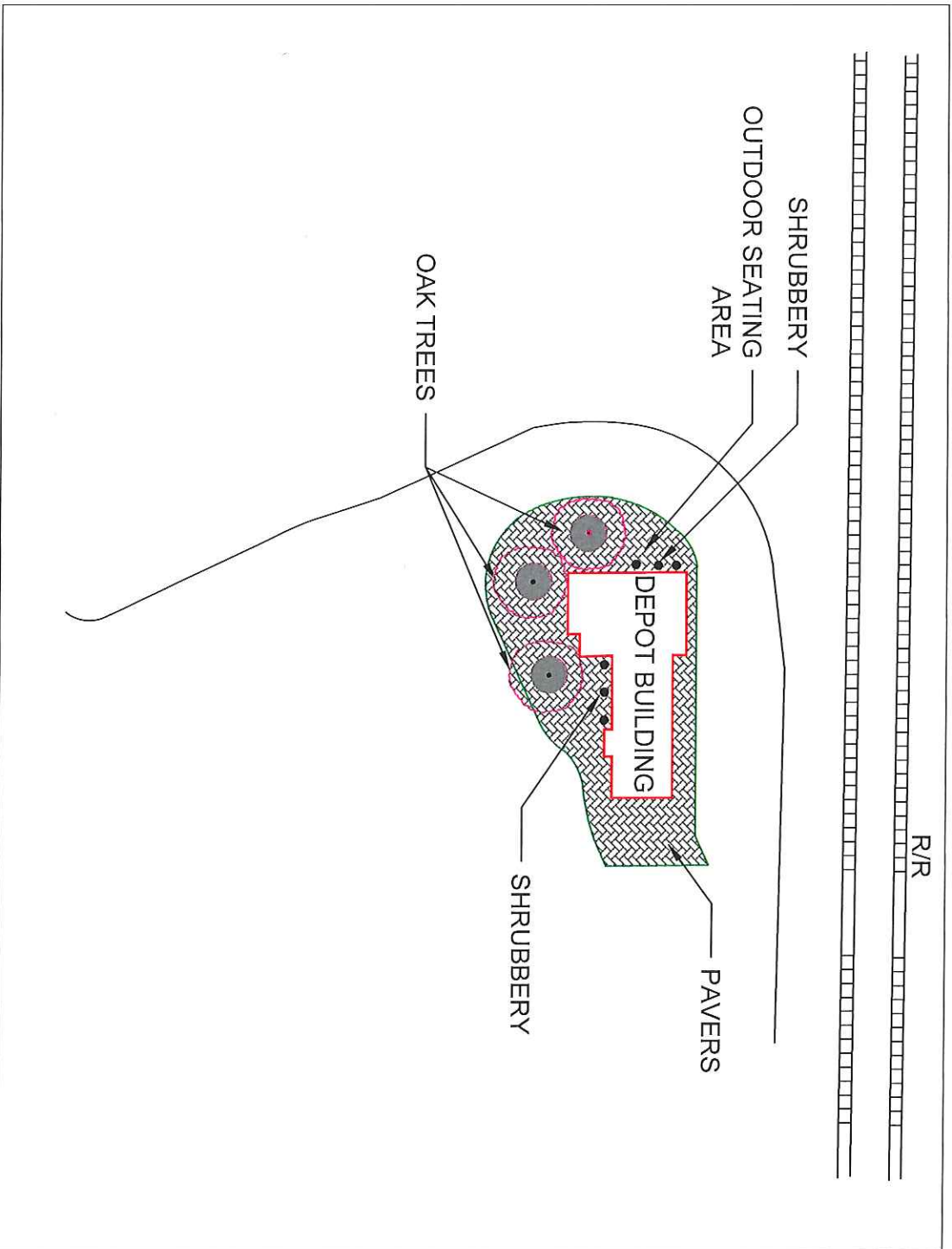
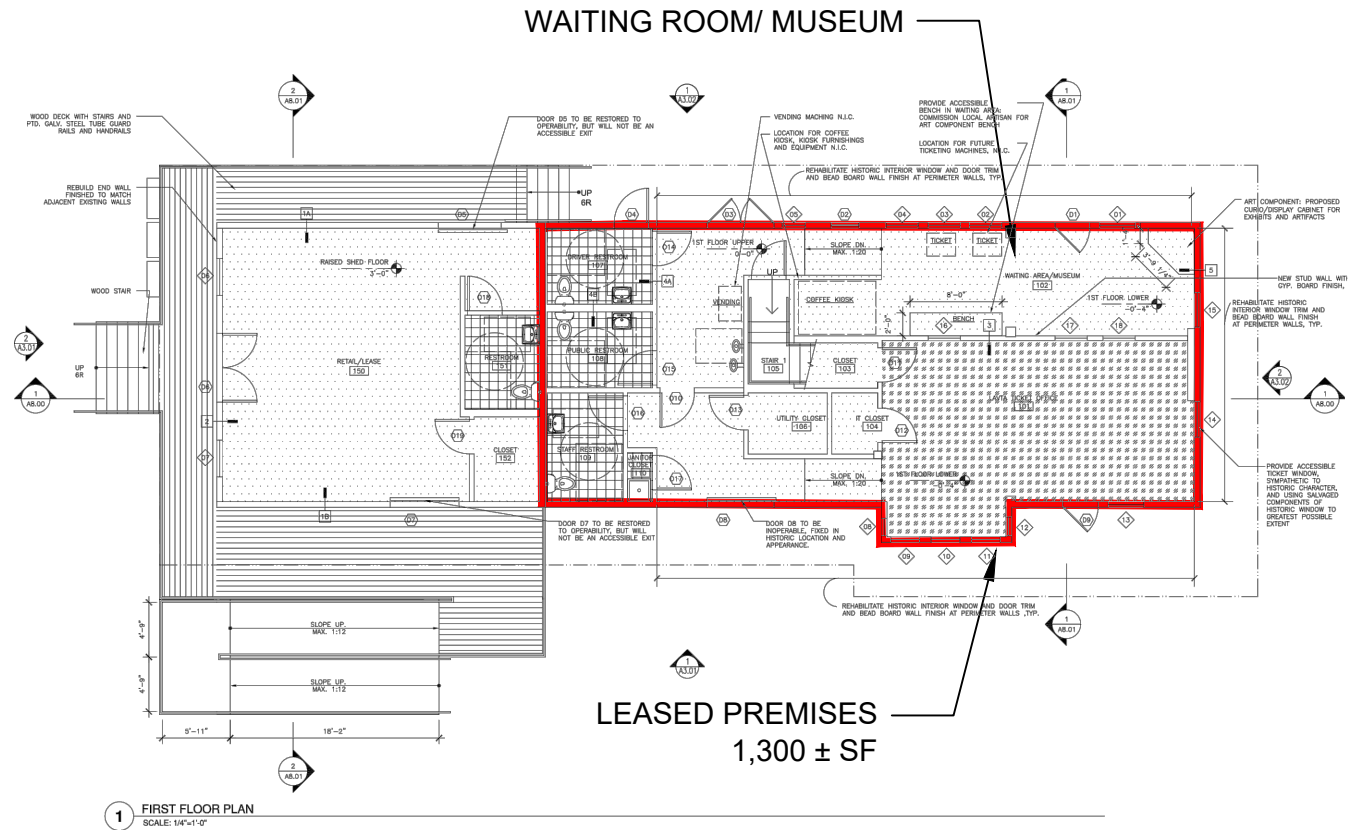


EXHIBIT B  
 DIAGRAM OF DEPOT PROPERTY

City of Livermore  
 Date: August 15, 2018



**EXHIBIT C  
DIAGRAM OF LEASED PREMISES**

## EXHIBIT D

### INSURANCE REQUIREMENTS

#### Minimum Scope and Limits of Insurance

Licensee/Lessee shall maintain limits no less than:

1. Commercial General Liability, including operations, products, and completed operations, as applicable:  
**\$1,000,000** per occurrence/**\$2,000,000** aggregate for bodily injury, personal injury, and property damage. If Commercial General Liability or other form of insurance with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.
2. Automobile Liability:  
**\$1,000,000** per accident for bodily injury and property damage.
3. Workers' Compensation and Employer's Liability:  
Statutory limits as required by the State of California including **\$1,000,000** Employers' Liability per accident, per employee for bodily injury or disease. A waiver of subrogation is required for Workers' Compensation insurance. If Licensee/Lessee is a sole proprietor, then Licensee/Lessee must sign "Contractor Release of Liability."
4. Property Insurance:  
**Total value of all tenant improvements, betterments, and contents.**  
The City of Livermore shall be named as loss payee as its interest may appear. The insurer shall waive all rights against City.

#### Deductibles and Self-Insured Retention

All self-insured retentions (SIR) must be disclosed to Risk Management for approval and shall not reduce the limits of liability. Policies containing any self-insured retention (SIR) provision shall provide, or be endorsed to provide, that the SIR may be satisfied by either the named insured or the City of Livermore. The City of Livermore reserves the right to obtain a full certified copy of any insurance policy and endorsements. Failure to exercise this right shall not constitute a waiver of right to exercise later.

#### Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best rating of no less than A: VII and accepted to do business in the State of California, unless otherwise acceptable to the City of Livermore.

#### Other Insurance Provisions

The general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:

1. The City of Livermore, its officers, officials, employees, and designated volunteers are to be covered as additional insureds as respects: liability arising out of activities performed by or on behalf of the Licensee/Lessee;

or automobiles owned, leased, hired or borrowed by the Licensee/Lessee. The coverage shall contain no special limitations on the scope of protection afforded to the City of Livermore, its officers, officials, employees, or designated volunteers.

2. The limits of insurance required in this agreement may be satisfied by a combination of primary and umbrella or excess insurance. The additional insured coverage under the Licensee's/Lessee's policy shall be primary and non-contributory and will not seek contribution from the City's insurance or self-insurance and shall be at least as broad as ISO Form CG 20 10 04 13. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of the City of Livermore before the City's own insurance or self-insurance shall be called upon to protect it as a named insured.
3. Any failure to comply with reporting or other provisions of the policy, including breaches of warranties, shall not affect coverage provided to the City of Livermore, its officers, officials, employees, or designated volunteers.
4. The Licensee's/Lessee's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.
5. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be canceled by either party before expiration of the policy unless notice is delivered in accordance with policy provisions.
6. It shall be a requirement under this agreement that any available insurance proceeds broader than, or in excess of, the specified minimum insurance coverage requirements and/or limits shall be available to the additional insured. Furthermore, the requirements for coverage and limits shall be (1) the minimum coverage and limits specified in this agreement; or (2) the broader coverage and maximum limits of coverage of any insurance policy or proceeds available to the named insured; whichever is greater.
7. Certificate Holder section of the insurance certificate should read: City of Livermore, 1052 S. Livermore Avenue, Livermore, CA 94550

### **Verification of Coverage**

Licensee/Lessee shall furnish certificates of insurance and endorsement(s) effecting coverage to the City of Livermore for approval. The endorsements shall be on forms acceptable to the City of Livermore. All certificates and endorsements are to be received and approved by the City of Livermore before License/Lease commences. The City of Livermore reserves the right to require complete and certified copies of all insurance policies required by this Agreement.



**AGENDA**

**ITEM 7**



STAFF REPORT

SUBJECT: Memorandum of Understanding between the City of Dublin and the Livermore Amador Valley Transit Authority for the Shared Autonomous Vehicle Testing Project.

FROM: Jonathan Steketeer, Customer Service and Contract Compliance Manager

DATE: September 10, 2018

**Action Requested**

The Projects and Service Committee recommends approval of the memorandum of understanding between LAVTA and the City of Dublin.

**Background**

LAVTA is finalizing plans for testing of its shared autonomous vehicle (SAV) on City of Dublin public roadways. Recently, the City of Dublin received grant funds to improve infrastructure with the SAV testing area, to include improvements at six (6) traffic signals. The technology project will communicate with SAVs, LAVTA buses and other vehicles to improve safety in the testing area, including increased awareness of pedestrians and bicyclists at intersections.

**Discussion**

The proposed memorandum of understanding coordinates our SAV project with the City of Dublin's infrastructure project and, in addition, allows for testing of new technology on LAVTA buses.

**Fiscal Impact**

Funds for this project are included in a grant awarded to LAVTA from the Bay Area Air Quality Management District and an IDEA grant awarded to the City of Dublin by the Metropolitan Transportation Commission.

**Recommendation**

The Projects and Service Committee recommends approval of the memorandum of understanding between LAVTA and the City of Dublin.

**Attachment:**

1. Proposed Memorandum of Understanding between City of Dublin and LAVA in Regards to SAV Testing Project

Approved: \_\_\_\_\_

**MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF DUBLIN AND THE  
LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY FOR THE SHARED  
AUTONOMOUS VEHICLE TESTING PROJECT**

THIS MEMORANDUM OF UNDERSTANDING (MOU) is entered into as of \_\_\_\_\_ 2018, by and between the CITY OF DUBLIN (CITY), a municipal corporation of the State of California, and the LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY (LAVTA), a joint exercise of powers authority established pursuant to California Government Code Section 6500 et seq.

**RECITALS**

- A. The California Legislature enacted AB 1444, which provided authority for testing Shared Autonomous Vehicle (SAV) in Dublin through May 1, 2018.
- B. The California Department of Motor Vehicles has adopted new regulations that have allowed further testing along public streets beyond the May 1, 2018 sunset date of AB1444.
- C. LAVTA is in the process of finalizing the testing plan for its SAV project and would like to initiate the testing.
- D. CITY and LAVTA have agreed to implement SAV testing along public streets in the general vicinity of the East Dublin/Pleasanton BART Station (the "TESTING SITE").
- E. CITY received grant funding in the amount of \$385,000 from Metropolitan Transportation Commission (MTC) through the Innovative Deployments to Enhance Arterials (IDEA) program to support the SAV testing and to enhance bicycle and pedestrian safety in the vicinity of the TESTING SITE.
- F. CITY and LAVTA, in cooperation with MTC, desire to implement SAV testing and coordinate on grant funded improvements at a total of six (6) signalized intersections ("PROJECT"). The PROJECT will allow signal equipment to communicate with SAVs, LAVTA buses, and other vehicles.
- G. The PROJECT will be implemented by CITY with coordination and support from LAVTA.
- H. LAVTA represents that it has \$966,000 in funds from the Bay Area Air Quality Management District committed and available for the implementation of the SAV testing in CITY and part of this funding will be used to acquire and make available the SAV for the PROJECT.
- I. MTC, in coordination with CITY, has prepared various PROJECT documents including a Scope of Work for a consultant to design and implement the PROJECT.

- J. LAVTA represents that it will support CITY in completing the PROJECT.
- K. City will waive encroachment permit fees associated with the PROJECT.
- L. LAVTA, as part of its participation in the PROJECT, is ready and able to contribute staff time and resources through the design, construction and operational phases of the PROJECT.

**NOW THEREFORE**, the Parties hereby agree as follows:

**SECTION I  
PROJECT DESIGN, CONSTRUCTION AND ADMINISTRATION**

**A. LAVTA AGREES:**

1. To cooperate in reviewing PROJECT procurement documents, and the construction contract documents.
2. To designate a LAVTA representative, at its own expense, to work with CITY in coordinating all aspects of the PROJECT including planning, engineering, construction and installation work.
3. To cooperate in CITY's implementation of the MTC's IDEA grant, including any SAV vehicle testing data sharing as permitted by the law and as requested by CITY's SAV consultant for the sole purpose of implementing the PROJECT.
4. To acquire and make available a SAV for the PROJECT.
5. To assist in implementing communications between the PROJECT equipment and the SAV. This may include testing of equipment at off-site facilities used by LAVTA for the SAV testing in CITY.

**B. CITY AGREES:**

1. To pay for all costs associated with the design and construction of the PROJECT, except for the work that is being performed under MTC's contract relating to the development, design, and construction of the PROJECT.
2. To cooperate with LAVTA and its staff, agents, in planning, designing, constructing, testing, and implementing the PROJECT.

3. To designate, at its own expense, a CITY representative to work with LAVTA in coordinating all aspects of the PROJECT including planning, engineering, construction and installation work.

## **SECTION II MISCELLANEOUS PROVISIONS**

### **PARTIES MUTUALLY AGREE:**

1. Upon CITY completing and accepting all work on the PROJECT under this MOU, ownership and title to materials, equipment and appurtenances in relation to the PROJECT installed on LAVTA buses will automatically vest in LAVTA. No further agreement will be necessary to transfer ownership. LAVTA will be the sole owner and will be responsible for operation and maintenance of all PROJECT equipment installed on LAVTA buses as part of the PROJECT.
2. Nothing in the provisions of this Agreement is intended to create duties or obligations to or rights in third parties, or affect the legal liability of either party to the Agreement by imposing any standard of care with respect to the development, design, construction, operation, improvement or maintenance of public facilities different or greater than the standard of care imposed by law.
3. Neither LAVTA, nor its directors, officers and employees, shall be responsible for any damage, loss, expense, costs or liability occurring by any act or omission by CITY under or in connection with any work, authority or jurisdiction delegated to CITY under this Agreement. It is understood and agreed that, pursuant to Government Code Section 895.4, CITY shall fully defend, indemnify and save harmless LAVTA and its directors, officers and employees from all claims, suits or actions brought for or on account of injury (as defined in Government Code Section 810.8) occurring by reason of any act or omission by CITY under or in connection with any work, authority or jurisdiction delegated to CITY under this Agreement.
4. Neither CITY, nor its officers and employees, shall be responsible for any damage, loss, expense, costs or liability occurring by reason of any act or omission by LAVTA under or in connection with any work, authority or jurisdiction delegated to LAVTA under this Agreement. It is understood and agreed that, pursuant to Government Code Section 895.4, LAVTA shall fully defend, indemnify and save harmless the CITY, and its officers and employees from all claims, suits or actions brought for or on account of injury (as defined in Government Code Section 810.8) occurring by reason of act or omission by LAVTA under or in connection with any work, authority or jurisdiction delegated to LAVTA under this Agreement.
5. The PARTIES shall work together in the spirit of good faith and cooperation to successfully implement this Agreement. To the extent there are disagreements between the CITY and LAVTA, those disagreements shall immediately be raised between the parties. Prior to initiating any legal action, the parties hereto agree to meet in good faith to attempt to resolve any dispute.

6. If any term or provision of this Agreement, or the application of any term or provision of this Agreement to a particular situation, shall be finally found to be void, invalid, illegal or unenforceable by a court of competent jurisdiction, then notwithstanding such determination, such term or provision shall remain in force and effect to the extent allowed by such ruling and all other terms and provisions of this Agreement or the application of this Agreement to other situations shall remain in full force and effect. Notwithstanding the foregoing, if any term or provision of this Agreement or the application of such material term or condition to a particular situation is finally found to be void, invalid, illegal or unenforceable by a court of competent jurisdiction, then the parties hereto agree to work in good faith and fully cooperate with each other to amend this Agreement to carry out its intent.
7. Either the CITY or LAVTA may terminate this Agreement upon 60 days prior written notice to the other party.
8. This Agreement and all work performed thereunder shall be interpreted under and pursuant to the laws of the State of California.
9. Neither party may assign or delegate any of its rights or obligations hereunder without first obtaining the written consent of the other.
10. This Agreement shall commence as of the date entered and shall continue in effect until the parties reach a mutually agreeable date for termination of the Agreement after all work required by this Agreement has been completed.
11. All of the terms, provisions and conditions of the Agreement hereunder, shall be binding upon and inure the parties hereto and their respective successors, assigns and legal representatives.
12. This Agreement represents the entire agreement of the parties with respect to the subject matter hereof, and all such agreements entered into prior hereto are revoked and superseded by this agreement, and no representations, warranties, inducements or oral agreements have been made by any of the parties except as expressly set forth herein, or in other contemporaneous written agreements. This Agreement may not be changed, modified or rescinded except in writing, signed by all parties hereto, and any attempt at oral modification of this Agreement shall be void and of no effect.

LIVERMORE AMADOR  
VALLEY TRANSIT  
AUTHORITY

CITY OF DUBLIN

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Chris L. Foss  
City Manager

RECOMMENDED FOR APPROVAL

RECOMMENDED FOR APPROVAL

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Gary Huisingh  
Public Works Director

APPROVED AS TO FORM

APPROVED AS TO FORM

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General Counsel

John Bakker  
City Attorney

Dated:

Dated:

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**AGENDA**

**ITEM 8**





## EXECUTIVE DIRECTOR'S REPORT

September 2018

### **Ridership and Performance on Fixed Route System**

Overall ridership in July was up 2.9% over the previous year. In August, early estimates are that ridership is up approximately 3.0% over the previous year.

### **Update on School Tripper Routes for New Academic Year**

It's been a busy start for Wheels with the new school year in Dublin and Pleasanton. Ridership at Dublin High School is up 20% over last year. Here's the adjustments that have been made to the school tripper routes to accommodate the students and schedules:

#### DUBLIN

- Wheels buses at Dublin High are arriving and lining up in advance of the afternoon bell in order to manage the flow of students and make the boarding process more orderly and safe.
- The original capacity plan is anticipated to remain; however, due to the surge related to school-starts and the Try Transit promo, additional non-scheduled capacity is being provided both in the AM and PM for the time being, until post-promotion loads can be properly assessed.

#### PLEASANTON

- Effective the week of 08/27, staff worked with Operations to accommodate new Monday and Friday late-starts at Foothill High, and the Thursday late-start at Amador Valley High, requiring two additional buses three days a week.

### **FY2018/19 Management Action Plan**

An updated MAP is included as an attachment to this Executive Director's Report with projects being worked on by staff in FY2018/19.

### **Public Meetings for Proposed Fare Policy Changes**

As reviewed by the Board, several Fare Policy Changes are proposed for LAVTA system. Fares have not been increased since 2009. These changes include Day Passes for purchase onboard Wheels and Rapid buses (currently only available when using Clipper), the elimination of paper transfers, fare buster tickets, creation of a Youth Fare for Clipper in amount of \$1.60, cost of Senior Monthly Pass on fixed route to increase from \$18 to \$22, and the cost of Dial-a-Ride Paratransit fare to \$4.00 from \$3.50. Public hearings for the proposed fare increases are on Monday, September 10<sup>th</sup> at 11am in the Regional Room at Dublin City Hall. Monday, September 10<sup>th</sup> at 6pm at the Pleasanton Senior Center and Wednesday, September 12<sup>th</sup> at 11am in the Sycamore Room of the Robert Livermore Community Center. A brief update on the these meetings will be provided during the Executive Director's Report.

### **Historic Depot**

The City of Livermore is working over final adjustments to the Lease Agreement with LAVTA, which should be on the agenda of September. In the meantime, the project is completed and LAVTA Customer Service staff have moved into the building. Staff anticipates the City will look to late September for a ribbon cutting event.

### **Triennial Audit Results**

The Triennial Audit for the agency was completed in August with only one finding; one too many buses in the agency's spare ratio. It's been more than 12 years since the agency has received such favorable results in a Triennial Audit.

### **Bus Bridge for BART**

Beginning in February 2019, the BART District is planning to reduce its morning service window and start its train service at 5AM instead of 4AM, due to track work as part of the District's seismic retrofit program. In order to minimize disruption for current early-bird train riders, a plan has been developed to provide a regional bus bridge network to fill the gap during the early hour of lost morning train service.

From the East Dublin / Pleasanton station, two nonstop routes would operate: one to the Bay Fair station in San Leandro, and one to the new Salesforce Transit Center (STC) in San Francisco. While AC Transit would operate the route to S.F., BART has asked LAVTA for assistance with the Bay Fair run – operating two roundtrips per morning from Dublin / Pleasanton. This service would be fully reimbursed by the BART District, and be based on a one-year agreement with optional one-year extensions until the anticipated retrofit project completion in late 2022.

At their August 27, 2018 meeting, the Projects & Services Committee directed staff to negotiate a draft service agreement with BART, and to bring it to the full Board for consideration later this fall.

### **Gillig Bus Stop Completed**



### Attachments

1. Management Action Plan w/Updates

2. Board Statistics June 2018
3. Board Statistics July 2019
4. FY18 Upcoming Committee Items

# FY2019 Goals, Strategies and Projects

Last Updated – September 1, 2018

## MANAGEMENT ACTION PLAN (MAP)

<i>Goal: Service Development</i>						
<i>Strategies (those highlighted in bold indicate highest Board priority)</i>						
<ol style="list-style-type: none"> <li><b>1. Provide routes and services to meet current and future demand for timely/reliable transit service</b></li> <li>2. Increase accessibility to community, services, senior centers, medical facilities and jobs</li> <li><b>3. Optimize existing routes/services to increase productivity and response to MTC projects and studies</b></li> <li><b>4. Improve connectivity with regional transit systems and participate in Valley Link Project</b></li> <li>5. Explore innovative fare policies and pricing options</li> <li>6. Provide routes and services to promote mode shift from personal car to public transit</li> </ol>						
<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
Strategic Plan/Long Range Transit Plan (Agency's 30 Year Plan)	<ul style="list-style-type: none"> <li>• RFP</li> <li>• Award of Contract</li> <li>• Consideration of Changes</li> </ul>	DP	Projects/ Services	Nov 2018  Feb 2019  May 2019	→ New project for Spring 2019.	
Review of Fixed Routes	<ul style="list-style-type: none"> <li>• RFP</li> <li>• Award of Contract</li> <li>• Consideration of Changes</li> </ul>	DP	Projects/ Services	Nov 2018  Feb 2019  May 2019	→ It's been 24 months since the Wheels fixed route system redesign. This project will review the performance of the system since the redesign and recommend changes. New project for Spring 2019.	

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
Comprehensive Paratransit Assessment	<ul style="list-style-type: none"> <li>• Award of Contract</li> <li>• Public Outreach</li> <li>• Approval of Recommendations</li> </ul>	ED	Projects/ Services	Nov 2016 Jun/Nov 2017 Feb 2019	→ Nelson/Nygaard awarded contract. Public meetings held in June. LAVTA Board presentation made in September. Second round of workshops completed in November. City of Pleasanton analyzing data with near future meeting set on May 11th. <u>City cancelled meeting. Awaiting new date to meet.</u>	X X
Fare Study	<ul style="list-style-type: none"> <li>• Draft Fare Study</li> <li>• Public Hearings</li> <li>• Board Approval</li> </ul>	PD	Projects/ Services	May 2017 Sept 2018 Oct 2018	→ Draft Fare Study for fixed route complete. F&A reviewed in May. Decision made to hold study results to see ridership trends on fixed route and paratransit study fare recommendations. <u>Nelson/Nygaard updated Fare Study. Board set Public Hearings in September. Board to consider in October.</u>	X
Hacienda Pass	<ul style="list-style-type: none"> <li>• Review Pass Program</li> <li>• Work with Hacienda on Improving the Program</li> </ul>	ED	Finance/ Admin	Oct 2018 Jun 2018	→ New Project	
Transit Signal Priority Upgrade Project in Rapid Corridors	<ul style="list-style-type: none"> <li>• Engineering Work</li> <li>• Finish Project</li> </ul>	DP	Projects/ Services	Oct 2017 Mar 2019	→ Grant by TVTAC approved. Board approved MOU with Pleasanton. Board approved engineering contract with Kimley Horn. <u>Design completed and submitted to Cities for review. Equipment purchase in Nov and install in Feb/March.</u>	

Projects	Action Required	Staff	Board Committee	Target Date	Status	Task Done
Go Dublin Discount Program	<ul style="list-style-type: none"> <li>Explore use of Uber WAV</li> <li>Secure additional funding</li> <li>Develop long-term strategy</li> </ul>	ED	Projects/ Services	Nov 2018 Jun 2019 Jun 2019	<p>→ <u>Program continuing into FY2019. Contact made with Uber &amp; MV to discuss Uber WAV in Dublin (MV provides wheelchair accessible rides through Uber). City of Dublin to provide funding for FY2019. Looking to obtain additional funding sources. City of Livermore contemplating their own Go Dublin type program.</u></p>	
Dublin Service Plan	<ul style="list-style-type: none"> <li>Explore use of articulated buses</li> </ul>	DP	Projects/ Services	Nov 2018	→ Nelson/Nygaard looking at merits of LAVTA operating articulated buses.	
SAV Project	<ul style="list-style-type: none"> <li>Complete storage facility/electrical</li> <li>Work through first set of tests</li> <li>Seek long-term funding for project</li> </ul>	CM	Projects/ Services	Nov 2018 Jun 2019 Jun 2019	→ <u>BART working on storage and electrical. Regular monthly meetings scheduled w/Project Partners. Working on 12-month work plan.</u>	
Advanced Intelligent Intersection Project	<ul style="list-style-type: none"> <li>Install equipment on buses</li> <li>Evaluate performance of project</li> </ul>	CM	Projects/ Services	Jun 2019 Jun 2020	→ City of Dublin funded. Working with City and MTC on scope of work and procurement of equipment. <u>MOU w/Dublin on Board's Sept agenda.</u>	
Install and Upgrade Video System on Vehicles	<ul style="list-style-type: none"> <li>Install video cameras on paratransit vehicles</li> <li>Upgrade 20 video systems on Wheels buses</li> </ul>	ED	Projects/ Services	Mar 2019 Jun 2019	<p>→ <u>Staff evaluating cameras/video systems for paratransit vehicles.</u> → <u>Board to consider award of cameras/video systems for 20 buses in September.</u></p>	

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
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**Goal:** Marketing and Public Awareness

**Strategies (those highlighted in bold indicate highest Board priority)**

- 1. Continue to build the Wheels brand image, identity and value for customers**
2. Improve the public image and awareness of Wheels
3. Increase two-way communication between Wheels and its customers
- 4. Increase ridership, particularly on the Rapid, to fully attain benefits achieved through optimum utilization of our transit system**
5. Promote Wheels to New Businesses and residents

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
Website Upgrades	<ul style="list-style-type: none"> <li>• More fully develop Better Way to BART section of website</li> </ul>	PD	Projects/ Services	Mar 2018	→ Board considering creative design/marketing contract in October.	
App Development	<ul style="list-style-type: none"> <li>• Mobile Ticketing App</li> <li>• Improve integration on CityMapper</li> <li>• Mobile Ticketing in Transit and CityMapper</li> </ul>	PD	Projects/ Services	Feb 2019	→ Working with City Mapper and Transit apps on requirements for integration of mobile ticketing. Creating RFP for mobile ticketing.	
LAVTA Rebranding Project	<ul style="list-style-type: none"> <li>• Bus stop sign replacement with new branding.</li> </ul>	PD	Projects/ Services	Jun 2019	→ Replace bus stop signs throughout service area with newly branded bus stop signs. Replace stencil stops with bus stop signs.	

Projects	Action Required	Staff	Board Committee	Target Date	Status	Task Done
Individualized Marketing	<ul style="list-style-type: none"> <li>• Award Contract</li> <li>• Marketing</li> <li>• Review of Results</li> </ul>	PD	Projects/ Services	Jan 2019 May 2019 Jun 2019	→ Targeting Pleasanton high density housing areas along Rapid near BART.	
N Canyons Parkway Rapid Bus Stop Project	<ul style="list-style-type: none"> <li>• Begin planning/engineering work</li> <li>• Improvements to site</li> <li>• Relocation of shelters</li> </ul>	FD	Projects/ Services	May 2017 Jun 2018 Aug 2018	→ FTA grant to upgrade stops in this corridor to Rapid style. Engineering work done. Bids came in high. Board rejected all bids. Bid re-advertised. Board awarded project in November. <u>Construction completed.</u>	X X X
Pleasanton SmartTrips Corridor Rapid Bus Stop Project	<ul style="list-style-type: none"> <li>• Engineering work</li> <li>• Award of construction contract</li> <li>• Finish project</li> </ul>	FD	Projects/ Services	Nov 2017 Apr 2018 Jun 2018	→ ACTC grant received to upgrade stops in this corridor to Rapid style. Board awarded engineering to Kimley Horn in November. Bus shelter type is next step. Project award in April. 35% design completed. <u>65% design completed. Awaiting approval by City.</u>	
Replace Shelters Past Useful Life That Are On Livermore Routes	<ul style="list-style-type: none"> <li>• Identify shelters</li> <li>• Install</li> </ul>	FD	Projects/ Services	Nov 2016 Apr 2018	→ Shelters identified. 10 shelters delivered. No bids for install received. Rebid. Board approved contract with Hammercraft Construction in March. <u>Negotiating task order for work.</u>	X



<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
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**Goal: Community and Economic Development**

*Strategies (those highlighted in bold indicate highest Board priority)*

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 & requirements**

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
TMA Development in Dublin	<ul style="list-style-type: none"> <li>• Develop guidelines in partnership with City of Dublin</li> </ul>	PD	Finance Admin	Oct 2019	→ Working with TMAs to draft program and agreements for City of Dublin to consider	
TOD Development	<ul style="list-style-type: none"> <li>• Assist City in creating a master plan for the area around transit center in City of Livermore</li> </ul>	PD	Project/ Services	Jun 2018	→ After finishing Historic Depot project staff will schedule a meeting to continue discussions with City staff on this future project.	

**Goal: Regional Leadership**

*Strategies (those highlighted in bold indicate highest Board priority)*

- 1. Advocate for local, regional, state, and federal policies that support 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

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
Valley Link	<ul style="list-style-type: none"> <li>• Provide staff support</li> </ul>	ED	Projects/ Services	Jun 2019	→ <u>Staff continuing to provide support. Agency working on Phase II of Feasibility Report and environmental work/20% design of Valley Link.</u>	

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
Dublin Parking Garage	<ul style="list-style-type: none"> <li>• Provide staff support in administering the grant</li> <li>• Provide support for evaluation of bus circulation near project for inter-regional connections</li> </ul>	ED	Projects/ Services	Jun 2019	→ Staff meeting with County and Caltrans and CalSTA to support the project.	
Calendar Year Legislative Plan	<ul style="list-style-type: none"> <li>• Creation of Legislative Plan and review/approval by the Board and provide support for key legislation.</li> </ul>	ED	Finance/ Admin	Feb 2018	→ F&A committee looked at draft legislative plan in January 2018. Board approved 2018 Legislative Plan in February. <u>Session concluding. Report to be made to Board. Prop 6 watch.</u>	

**Goal:** Organizational Effectiveness

**Strategies (those highlighted in bold indicate highest Board priority)**

1. Promote system wide continuous quality improvement initiatives
2. Continue to expand the partnership with contract staff to strengthen teamwork and morale and enhance the quality of service
- 3. Establish performance based metrics with action plans for improvement; monitor, improve, and report on-time performance and productivity**
4. HR development with focus on employee quality of life and strengthening of technical resources
5. Enhance and improve organizational structures, processes and procedures to increase system effectiveness
6. Develop policies that hold Board and staff accountable, providing clear direction through sound policy making decisions

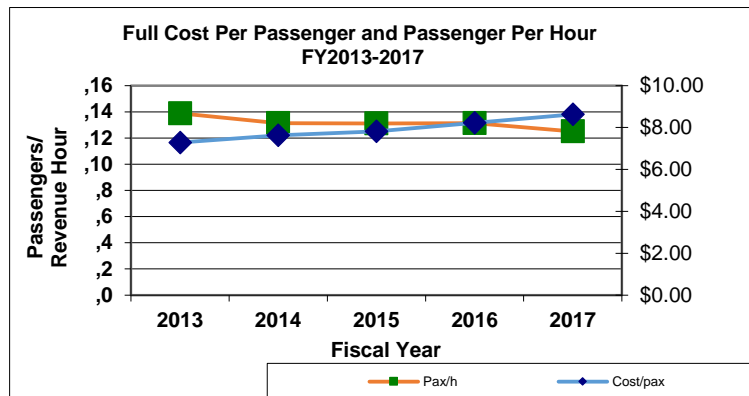
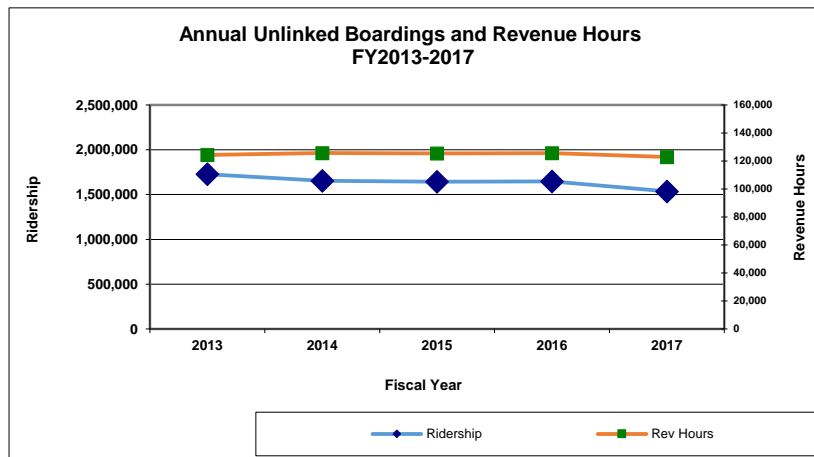
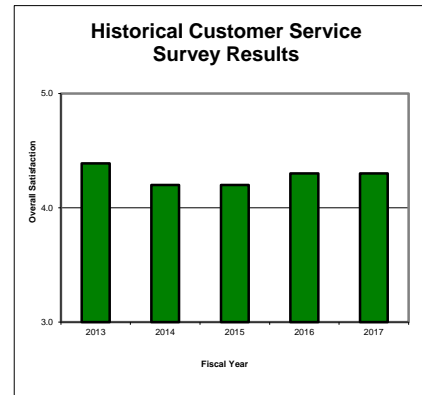
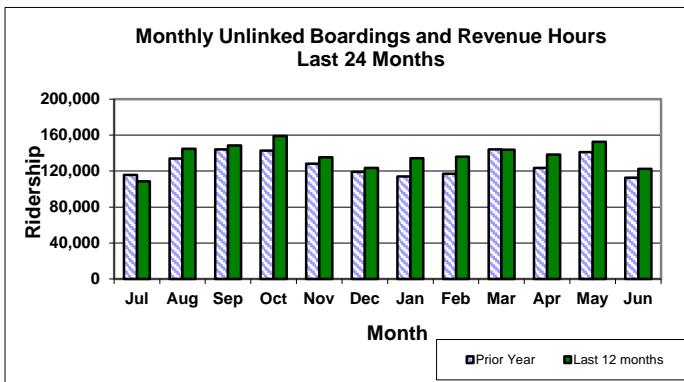
<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
ViewPoint Software	<ul style="list-style-type: none"> <li>• Staff to complete development of software w/Trapeze.</li> </ul>	ED	Projects/ Services	Mar 2019	→ Met with Trapeze. Dashboard for software to be installed/functional by October 31, 2018.	

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
Contract Management	<ul style="list-style-type: none"> <li>• Implement quarterly and annual contractor audits</li> <li>• Develop staff field observation reports and process</li> <li>• Implement regular reviews of system performance</li> </ul>	ED	Projects/ Services	Sept 2018 Oct 2018 Oct 2018	→ New project for Contract Compliance Manager. <u>Audits and reports and review procedures under development.</u>	
Explore Quality of Life Opportunities for Workforce	<ul style="list-style-type: none"> <li>• Explore opportunities to enhance quality of life to retain workforce</li> </ul>	FD	Finance/ Admin	Feb 2019	→ New project. Report to be made to the Board in February for implementation.	
Continue Planning of Atlantis Operating & Maintenance Facility	<ul style="list-style-type: none"> <li>• Review previous conceptual planning and recommendations.</li> </ul>	FD	Finance/ Admin	Apr 2019	→ Currently LAVTA is out of office space/bus parking space. Review of plans to take place in late fall early spring for recommendations to the Board in April.	
<p><b>Goal: Financial Management</b></p> <p><b>Strategies (those highlighted in bold indicate highest Board priority)</b></p> <ol style="list-style-type: none"> <li><b>1. Develop budget in accordance with strategic Plan, integrating fiscal review processes into all decisions</b></li> <li>2. Explore and develop revenue generating opportunities</li> <li>3. Maintain fiscally responsible long range capital and operating plans</li> </ol>						
<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
FY18 Comprehensive Annual Financial Report	<ul style="list-style-type: none"> <li>• Complete financial audit and all required reporting to Board, local, regional and state agencies.</li> </ul>	DF	Finance/ Admin	Nov 2018	→ Anticipate audit in September. Review of audit at F&A in October and presentation to LAVTA Board in November.	

## Monthly Summary Statistics for Wheels June 2018

### FIXED ROUTE

	June 2018			% change from one year ago		
Total Ridership FY 2018 To Date	1,647,002			7.2%		
Total Ridership For Month	122,525			8.8%		
Fully Allocated Cost per Passenger	\$9.31			-7.2%		
	Weekday	Saturday	Sunday	Weekday	Saturday	Sunday
Average Daily Ridership	5,112	1,866	1,460	11.7%	11.4%	12.6%
Passengers Per Hour	12.2	11.4	9.0	11.2%	8.1%	10.2%
	June 2018			% change from last month		
On Time Performance	87.5%			3.8%		



# Monthly Summary Statistics for Wheels

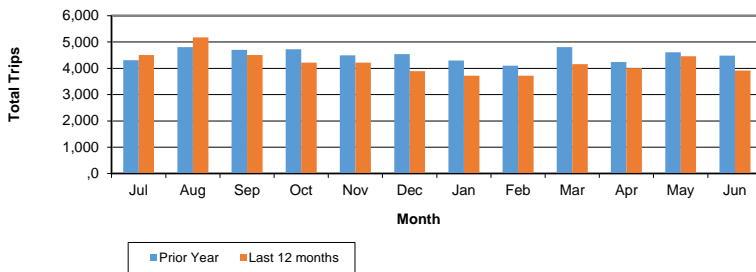
June 2018

## PARATRANSIT

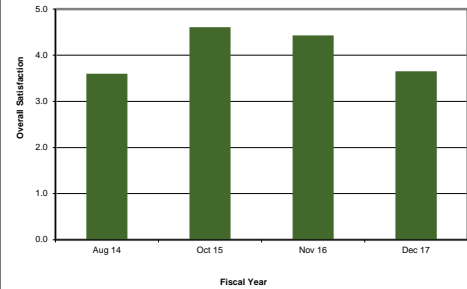
General Statistics	June 2018	% Change from last year	Year to Date
Total Monthly Passengers	3,917	-12.6%	46,675
Average Passengers Per Hour	1.40	-30.0%	7
On Time Performance	93.2%	-1.9%	4
Cost per Trip	\$33.16	4.5%	362
Number of Paratransit Assessments	17	-50.0%	301
Calls Answered in <1 Minute	80.00%	4.8%	8

Missed Services Summary	June 2018	Year to Date
1st Sanction - Phone Call	10	59
2nd Sanction - Written Letter	0	1
3rd Sanction - 15 Day Suspension	0	2
4th Sanction - 30 Day Suspension	0	0
5th Sanction - 60 Day Suspension	0	0
6th Sanction - 90 Day Suspension	0	0

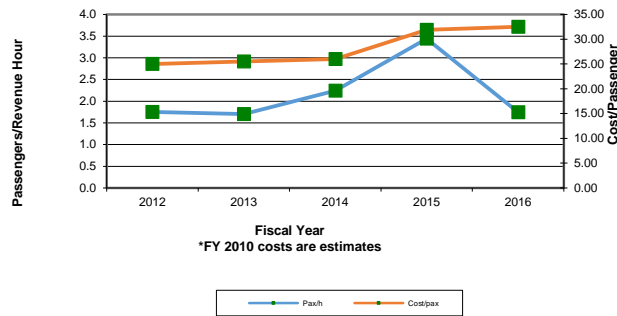
Paratransit Monthly Unlinked Boardings, Last 24 Months



Historical Customer Service Survey Results



Paratransit Full Cost Per Passenger and Average Passengers Per Hour FY2011-2015



## Monthly Summary Statistics for Wheels

**June 2018**

<b>SAFETY</b>							
ACCIDENT DATA	June 2018				Fiscal Year to Date		
	Fixed Route		Paratransit		Fixed Route		Paratransit
<b>Total</b>	0		0		2		1
Preventable	2		0		16		2
Non-Preventable	1		0		10		1
<b>Physical Damage</b>							
Major	0		0		3		0
Minor	3		0		23		3
<b>Bodily Injury</b>							
Yes	0		0		0		0
No	3		0		26		3
<b>MONTHLY CLAIMS ACTIVITY</b>							
<b>Amount Paid</b>		<b>Totals</b>					
This Month	\$2,396.83						
To Date This Fiscal Year	\$17,962.58						
Budget	\$100,000.00						
% Expended	18%						

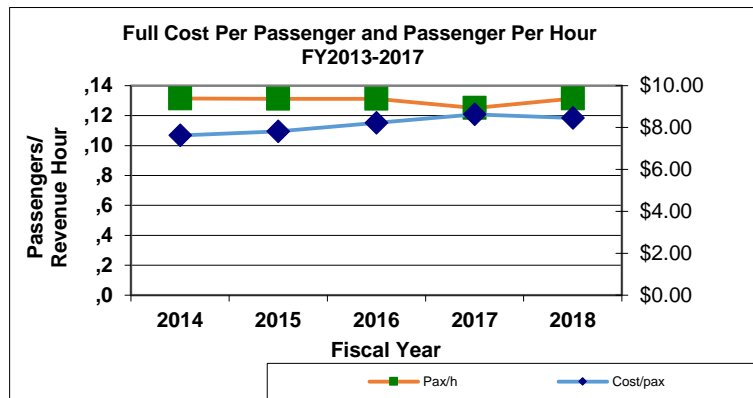
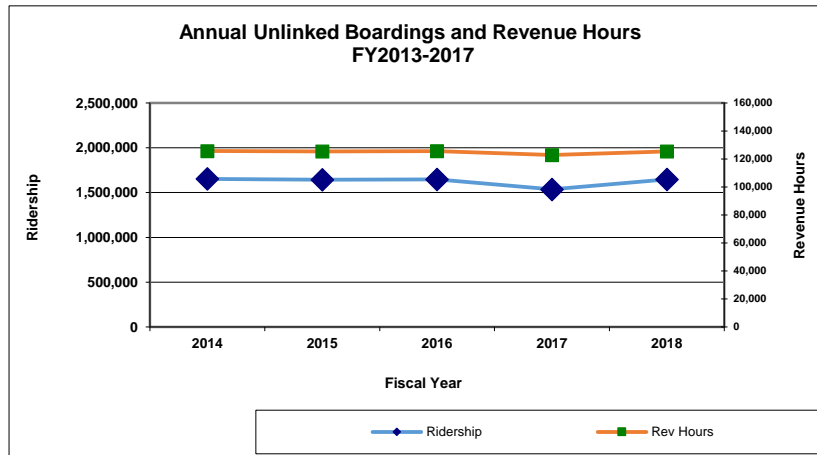
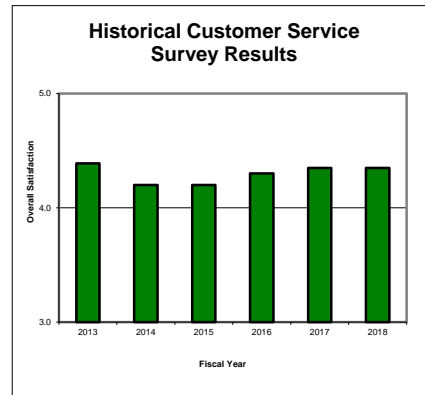
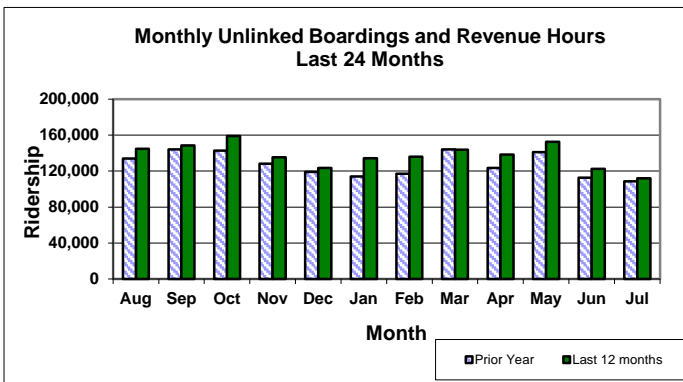
<b>CUSTOMER SERVICE - ADMINISTRATION</b>		
CATEGORY	Number of Requests	
	June 2018	Year To Date
Praise	1	6
Bus Stop	1	34
Incident		3
Trip Planning		10
Fares/Tickets/Passes		6
Route/Schedule Planning	10	102
Marketing/Website	1	13
ADA		0
<b>TOTAL</b>	13	174

<b>CUSTOMER SERVICE - OPERATIONS</b>								
CATEGORY	FIXED ROUTE				PARATRANSIT			
	VALID	NOT VALID	UNABLE TO VALIDATE	VALID YEAR TO DATE	VALID	NOT VALID	UNABLE TO VALIDATE	VALID YEAR TO DATE
Praise	4			17				2
Safety	1	4		26	1			1
Driver/Dispatch Courtesy	2	5		21		1	1	3
Early				16			1	1
Late	3			51	1			20
No Show	1			14	1		1	7
Incident				5				2
Driver/Dispatch Training		3		5	2	7	1	27
Maintenance				0				0
Bypass	4	3		57				0
<b>TOTAL</b>	11	15	0	195	5	8	4	61
<b>Valid Complaints</b>								
Per 10,000 riders	0.90							
Per 1,000 riders					1.28			

## Monthly Summary Statistics for Wheels July 2018

### FIXED ROUTE

	July 2018			% change from one year ago		
<b>Total Ridership FY 2018 To Date</b>	111,890			2.9%		
<b>Total Ridership For Month</b>	111,890			2.9%		
<b>Fully Allocated Cost per Passenger</b>	\$10.22			3.0%		
	Weekday	Saturday	Sunday	Weekday	Saturday	Sunday
<b>Average Daily Ridership</b>	4,549	1,816	1,517	1.1%	-4.6%	-1.4%
<b>Passengers Per Hour</b>	11.0	11.4	9.5	0.8%	-5.5%	-2.1%
	July 2018			% change from last month		
<b>On Time Performance</b>	86.8%			-0.8%		



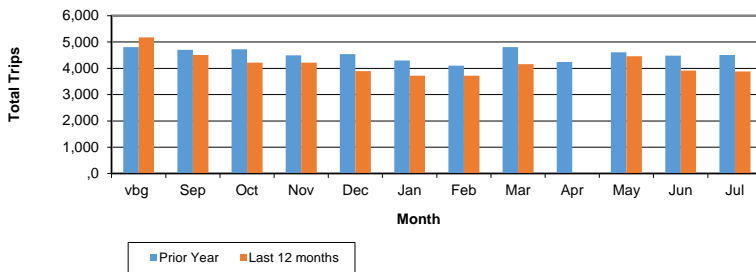
## Monthly Summary Statistics for Wheels July 2018

### PARATRANSIT

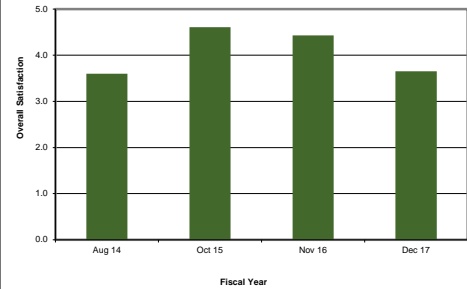
General Statistics	July 2018	% Change from last year	Year to Date
Total Monthly Passengers	3,882	-13.8%	3,882
Average Passengers Per Hour	1.20	-40.0%	1
On Time Performance	92.6%	-3.6%	1
Cost per Trip	\$33.16	2.5%	33
Number of Paratransit Assessments	50	150.0%	50
Calls Answered in <1 Minute	75.00%	0.3%	1

Missed Services Summary	July 2018	Year to Date
1st Sanction - Phone Call	4	4
2nd Sanction - Written Letter	0	0
3rd Sanction - 15 Day Suspension	0	0
4th Sanction - 30 Day Suspension	0	0
5th Sanction - 60 Day Suspension	0	0
6th Sanction - 90 Day Suspension	0	0

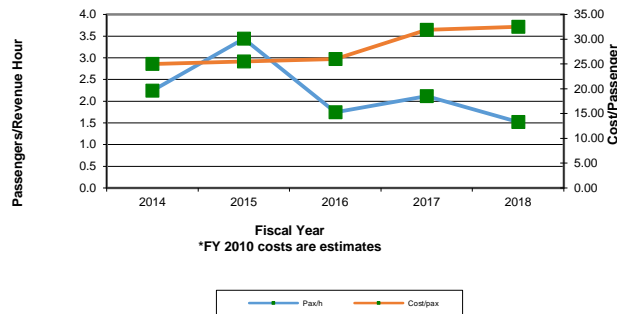
**Paratransit Monthly Unlinked Boardings, Last 24 Months**



**Historical Customer Service Survey Results**



**Paratransit Full Cost Per Passenger and Average Passengers Per Hour FY2014-2018**





## Monthly Summary Statistics for Wheels

**July 2018**

SAFETY							
ACCIDENT DATA	July 2018				Fiscal Year to Date		
	Fixed Route		Paratransit		Fixed Route		Paratransit
<b>Total</b>					0		0
Preventable					0		0
Non-Preventable					0		0
<b>Physical Damage</b>							
Major					0		0
Minor					0		0
<b>Bodily Injury</b>							
Yes					0		0
No					0		0
<b>MONTHLY CLAIMS ACTIVITY</b>							
<b>Totals</b>							
<b>Amount Paid</b>							
This Month				\$0.00			
To Date This Fiscal Year				\$0.00			
<b>Budget</b>							
				\$100,000.00			
<b>% Expended</b>							
				0%			

CUSTOMER SERVICE - ADMINISTRATION		
CATEGORY	Number of Requests	
	July 2018	Year To Date
Praise		0
Bus Stop		0
Incident		0
Trip Planning		0
Fares/Tickets/Passes		0
Route/Schedule Planning		0
Marketing/Website		0
ADA		0
<b>TOTAL</b>	0	0

CUSTOMER SERVICE - OPERATIONS								
CATEGORY	FIXED ROUTE				PARATRANSIT			
	VALID	NOT VALID	UNABLE TO VALIDATE	VALID YEAR TO DATE	VALID	NOT VALID	UNABLE TO VALIDATE	VALID YEAR TO DATE
Praise				0				0
Safety				0				0
Driver/Dispatch Courtesy				0				0
Early				0				0
Late				0				0
No Show				0				0
Incident				0				0
Driver/Dispatch Training				0				0
Maintenance				0				0
Bypass				0				0
<b>TOTAL</b>	0	0	0	0	0	0	0	0
<b>Valid Complaints</b>								
Per 10,000 riders	0.00							
Per 1,000 riders					0.00			

## LAVTA COMMITTEE ITEMS - September 2018 - January 2019

### Finance & Administration Committee

#### September

	Action	Info
Minutes	X	
Treasurers Report	X	
FTA Triennial Review (last in '15)		
Fare Policy Final Recommendation	X	

#### October

	Action	Info
Minutes	X	
Treasurers Report	X	
CAFR	X	

#### November

	Action	Info
Minutes	X	
Treasurers Report	X	

#### December

	Action	Info
Minutes	X	
Treasurers Report	X	
Legislative Program	X	

\*Typically December committee meetings are cancelled

#### January

	Action	Info
Minutes	X	
Treasurers Report	X	

# LAVTA COMMITTEE ITEMS - September 2018 - January 2019

## Projects & Services Committee

### September

	Action	Info
Minutes	X	
Quarterly Operations Report		X
Passenger Surveys	X	

### October

	Action	Info
Minutes	X	
Winter Service Changes (effective February)	X	
Fare Policy Final Recommendation	X	
Mobility Forward Draft Recommendation	X	
DAR Customer Satisfaction Survey		X

### November

	Action	Info
Minutes	X	
Quarterly Operations		X
Mobility Forward Final Recommendation	X	

### December

	Action	Info
Minutes	X	
*Typically December committee meetings are cancelled		

### January

	Action	Info
Minutes (November)	X	
DAR Customer Satisfaction Survey		X