

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

PROJECTS and SERVICES COMMITTEE MEETING / COMMITTEE OF THE
WHOLE

COMMITTEE MEMBERS

SCOTT HAGGERTY
DAVID HAUBERT

KARLA BROWN – VICE CHAIR
BOB WOERNER – CHAIR

DATE: Tuesday, May 28, 2019

PLACE: LAVTA Offices, Room 110
1362 Rutan Court, Suite 100, Livermore

TIME: 4:00p.m.

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

4. Minutes of the April 22, 2019 Meeting of the P&S Committee.

Recommendation: Approval

5. Mobility Forward Study Update and Presentation

Recommendation: Recommend to the Board of Directors to accept the study.

6. Saturday Service Accommodation for ACE

Recommendation: Staff asks that the Projects & Services Committee forward a recommendation to the Board of Directors to approve new Saturday service for Wheels Route 53, as outlined above, to be billed to ACE at the fully allocated cost

also shown above, with a target implementation date of July 27, 2019.

7. Tri-Valley Accessible Advisory Committee (TAAC) Bylaws Update

Recommendation: Forward the recommendation to update the TAAC bylaws to LAVTA's Board of Directors.

8. Tri-Valley Accessible Advisory Committee Recruitment for Terms Starting FY 2019/2020

Recommendation: Forward the recommendation to ratify the TAAC appointments to LAVTA's Board of Directors.

9. Temporary Additional Service to/from Amador Valley High School

Recommendation: Staff asks that the Projects & Services Committee forward a recommendation to the Board of Directors to approve temporary, additional service and free rides on Wheels routes 605 and 611, as outlined above, and to be reimbursed by PUSD at the rates shown above, effective on August 12, and anticipated to end on or around October 31, 2019.

10. Contract Award for Tri-Valley Hub Network Integration Study

Recommendation: Staff recommends that the Project & Services Committee forward to the LAVTA Board a recommendation authorizing the Executive Director to enter into a contract with AECOM Technical Services, Inc., for the development of the Tri-Valley Hub Network Integration Study, in an amount not to exceed \$384,863.71, which represents AECOM's price proposal plus a 10 percent contingency.

11. Management Action Plan

Recommendation: None – Information Only.

12. Preview of Upcoming P&S Committee Agenda Items

13. Matters Initiated by Committee Members

14. Next Meeting Date is Scheduled for: June 24, 2019

15. Adjourn

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

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

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

/s/ Jennifer Suda

5/24/19

LAVTA Administrative Services Department

Date

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

Executive Director

Livermore Amador Valley Transit Authority

1362 Rutan Court, Suite 100

Livermore, CA 94551

Fax: 925.443.1375

Email : frontdesk@lavta.org

AGENDA

ITEM 4



MINUTES OF THE APRIL 22, 2019
LAVTA PROJECTS AND SERVICES COMMITTEE MEETING

1. Call to Order and Pledge of Allegiance

Committee Chair Bob Woerner called the meeting to order at 4:04pm.

2. Roll Call of Members

Members Present

David Haubert, Mayor, City of Dublin

Bob Woerner, Councilmember, City of Livermore (arrived at 4:10pm)

Karla Brown, Vice Mayor, City of Pleasanton

Scott Haggerty, Supervisor, Alameda County (arrived at 4:06pm)

3. Meeting Open to Public

No comments.

4. Minutes of the March 25, 2019 Meeting of the P&S Committee.

Approved: Haubert/Brown

Aye: Brown, Haubert, Haggerty, Woerner

No: None

Abstain: None

Absent: None

5. Executive Director's Report

Executive Director Michael Tree announced that LAVTA was awarded the Transit Agency of the Year by California Association for Coordinated Transportation (CalACT). Executive Director Michael Tree noted that ridership for the first quarter of 2019 went down by 1.2 percent, due to weather. Executive Director Michael Tree informed that the AT&T cell site agreement is being completed. Executive Director Michael Tree requested Director of Planning and Marketing Tony McCaulay to brief about the BART discussion and Route 711. Director of Planning and Marketing Tony McCaulay briefed that LAVTA has been providing a bus bridge with two buses, since February and there has been low ridership numbers on Route 711. BART will discontinue Route 711 service in June 2019. Executive Director Michael Tree stated that LAVTA and MTM are still working on a potential contract amendment.

This item was informational only.

6. 2019 Title VI Program

Staff provided information on the updated Title VI 2019 Program. The Projects and Services Committee forwarded a recommendation to the Board of Directors to approve the attached Title VI Program for submittal to the FTA.

Approved: Haubert/Brown
Aye: Brown, Haubert, Haggerty, Woerner
No: None
Abstain: None
Absent: None

7. Articulated Bus Feasibility Analysis

Staff provided the Articulated Bus Feasibility Analysis to the Projects and Services Committee. Staff was asked to explore adding articulated vehicles to the fleet, so Nelson\Nygaard Consulting provided an analysis of the pros and cons. The recommendation at this time is to not move forward with the purchase of articulated buses, due to limited need for larger buses. Route 501, 504, and 611 might benefit from articulated buses, but in order to purchase one articulated bus LAVTA would need to remove three 40-foot buses for capacity issues. LAVTA would end up with articulated buses for school tripper routes with little use for all other routes. There are also concerns about maintenance and storage for an articulated bus at LAVTA's current facility. In the future, the Atlantis facility could be built to handle articulated vehicles.

The item was discussed by the Committee Members and staff.

This item was informational only.

8. Shared Autonomous Vehicle Project Management and Operations Contract Award

Staff provided the Shared Autonomous Vehicle (SAV) Project Management and Operations Contract to the Projects and Services Committee. Staff informed that LAVTA's partnership with GoMentum is dissolving and that LAVTA sent out a Request for Proposal (RFP) and five companies showed up for a mandatory Pre-bid meeting. Transdev and First Transit provided a proposal to LAVTA. There was a review panel of five people that met with each proposer. Transdev received 88.95 and First Transit received 64.2 out of 100 points. Transdev submitted the lowest bid for the project.

Legal Counsel informed that LAVTA does not want two contracts at the same time, so a termination agreement will be negotiated. Legal Counsel provided the steps LAVTA will take to resolve the two contracts and the vehicle rights.

The item was discussed by the Committee Members and staff.

The Projects & Services Committee forwarded a recommendation to the Board of Directors to approve a resolution for the Executive Director to enter into a contract with Transdev for the SAV Pilot.

Approved: Haubert/Haggerty
Aye: Brown, Haubert, Haggerty, Woerner
No: None

Abstain: None

Absent: None

9. Preview of Upcoming P&S Committee Agenda Items

10. Matters Initiated by Committee Members

Vice Chair Karla Brown asked for comment on discussions that may be going on with Amador High School regarding shuttling students during the solar panel installation that is beginning next year when school starts. Staff met with the Deputy Superintendent Dr. Douglas of PUSD and he mentioned them paying for private charter buses and subsidizing rides for high school students that ride on Wheels Route 605 and 611. The Dr. Ochoa now is asking for extra buses to be added to Routes that travel to Amador High School, add an earlier bus for students that start at 7am, add a later bus for students that end at 4pm, and allow students with an Amador High ID to ride the buses for free. Staff will be meeting with PUSD again.

Committee Member Scott Haggerty asked why LAVTA is cutting so many checks for Para-Taxi clients. Staff responded that LAVTA applied for a grant to implement a debit card program to eliminate checks for Para-Taxi.

11. Next Meeting Date is Scheduled for: May 27, 2019

12. Adjourn

Meeting adjourned at 4:37pm.

AGENDA

ITEM 5



STAFF REPORT

SUBJECT: Mobility Forward Study Update and Presentation
FROM: Jonathan Steketee, Customer Service & Contract Compliance Manager
DATE: May 28, 2019

Action Requested

Receive the *Mobility Forward: Tri-Valley Paratransit Assessment* final presentation.

Background

In 2017, LAVTA and the City of Pleasanton launched a comprehensive study of paratransit services throughout the Tri-Valley called *Mobility Forward: Tri-Valley Paratransit Assessment*. The study was conducted by Nelson Nygaard.

The following activities have taken place since then:

- 1) Data collection: The Study Team compiled and analyzed data from LAVTA and Pleasanton Paratransit. A public survey was administered throughout the Tri-Valley to learn about existing awareness of services, to understand needs and travel patterns, and to understand where gaps in services exist a peer review was completed.
- 2) Stakeholder Advisory Committee (SAC): The SAC met twice during the study period to give their feedback on existing conditions and potential alternatives.
- 3) There were three rounds of Public Listening Sessions, two in each Tri-Valley city.
- 4) Presentations and updates to TAAC, Pleasanton Paratransit Advisory Committee, LAVTA board, and Pleasanton City Council.

Discussion

Richard Weiner from Nelson Nygaard will be giving a presentation in regards to the study.

Overall, the Assessment is positive for LAVTA. We continue to improve our service in the TriValley.

The following recommendations were given in the report:

1. Transfer ADA Paratransit Service currently provided by Pleasanton Paratransit to be provided by LAVTA.
2. Evaluate continued use of brokerage model for providing ADA paratransit service.
3. Explore new technology to assist operations and customers.
4. Enhance in-person eligibility assessment model.

5. Consider premium fares for service that exceeds ADA minimum requirements, or cut service hours on routes where fixed route service ends early (initial analysis shows limited cost benefit)
6. Explore options for increasing same day service through potential TNC expansion
7. Explore potential for cost sharing with Regional Centers and dialysis clinics
8. Implement a transit orientation “tech training” program
9. Explore viability of Older Driver Cessation program
10. Share scheduling and dispatch platforms with PPS
11. Develop coordinated public information
12. Advocate for more equitable allocation of Measure B and BB funding in East County
13. Explore mobility management options

LAVTA staff is reviewing the recommendations made in the assessment. Some items are currently being acted upon with the potential of a new debit card program for ParaTaxi, inclusion of TNCs for reimbursement under the ParaTaxi program, enhanced marketing and information for eligible riders. Staff also is working with City of Pleasanton staff on recommendations. Evaluation and action items will come back to the board in the near future.

Action Requested

Recommend to the Board of Directors to accept the study.

Attachments:

1. Mobility Forward Tri-Valley Paratransit Study PowerPoint



mobility forward

Tri-Valley
Paratransit Study

Final Presentation

May 2019

Study Purpose

To understand the best way to operate and invest in paratransit service in the Tri-Valley

Study Objectives

- Develop approaches for improving paratransit services for older adults and people with disabilities living in the Tri-Valley.
- Define how investments in paratransit and other transportation should be made in the coming years.

- Existing Services Analysis
- Paratransit Service Performance Analysis
- Peer Review
- First Round of Stakeholder and Community Outreach
- Market Analysis
- Development of Alternatives
- Second Round of Stakeholder and Community Outreach
- Recommendations and Implementation Plan

Key Findings



Findings include strengths, weaknesses, and areas of opportunity to build on what could become strengths and threats that need to be addressed for future sustainability and success

Recommendations were based on the following findings

SWOT Analysis of Findings

■ Strengths

- Both Wheels and PPS staff are dedicated to providing quality service
- Both agencies have worked collaboratively to serve the mobility needs of Valley residents
- LAVTA's Dial-A-Ride Wheels service appears to be ADA-compliant
- Reasonable service hour cost and productivity

■ Weaknesses/Challenges

- The two-system operating environment brings complexity in consistency of services and policies for consumers
- Wheels ridership has steadied after growing during the study period, while PPS has declined
- Dialysis, Regional Center and Adult Day Center trips increasing with no cost contribution from agencies/clinics
- Para-Taxi non-ambulatory service very limited

SWOT Analysis of Findings

- **Opportunities exist to**
 - Update policies on subscription service limits
 - Enhance the effectiveness of the ADA eligibility screening process
 - Reduce complexity of transfers for regional trips
 - Expand Para-Taxi service options
- **Threats**
 - Ridership increases on Wheels Dial-A-Ride will likely result from shift of riders from PPS
 - Driver retention

Recommendations

1. Transfer ADA service from City of Pleasanton to LAVTA
2. Implement policy and service changes for Wheels Dial-A-Ride
3. Implement a Tri-Valley coordinated transit strategy for older adults and people with disabilities

1. Transfer ADA Service

- Clearly differentiate between Wheels' ADA level of service and Pleasanton's senior transportation service
- Estimate potential shift of trips from Pleasanton to Wheels for planning purposes
- Resolve funding allocations and sign MOU
- Make a decision regarding Sunol service
- Revise marketing materials

2. Policy and Service Changes

- Evaluate continued use of current service delivery model vs more traditional locally based model
- Explore new technology
- Enhance in-person eligibility assessment model
- Consider premium fares for service that exceeds ADA minimum requirements, or cut service hours on routes where fixed route service ends early (initial analysis shows limited cost benefit)
- Explore options for increasing same day service through potential TNC expansion

3. Coordinated Transit Strategy

- Explore potential for cost sharing with Regional Centers and dialysis clinics
- Implement a transit orientation “tech training” program
- Explore viability of Older Driver Cessation program
- Share scheduling and dispatch platforms with PPS
- Develop coordinated public information
- Advocate for more equitable allocation of Measure B and BB funding in East County
- Explore mobility management options

Thank You!



Richard Weiner
rweiner@nelsonnygaard.com

AGENDA

ITEM 6



STAFF REPORT

SUBJECT: Saturday Service Accommodation for ACE

FROM: Tony McCaulay, Director of Planning and Marketing
Cyrus Sheik, Senior Transit Planner

DATE: May 28, 2019

Action Requested

Review proposed service and forward a recommendation to the Board of Directors.

Background

The Altamont Commuter Express (ACE) is a service of the San Joaquin Joint Powers Authority (SJJPA), providing commuter rail operation between Stockton and San José. Intermediate stations in the Tri-Valley include Vasco Road (Livermore), downtown Livermore, and downtown Pleasanton. Service is limited to weekdays, with four train departures toward San José in the morning, and four train departures toward Stockton in the afternoon.

ACE contracts with multiple transit providers to ensure bus connector service to and from key ACE stations. In the Tri-Valley, LAVTA operates Wheels routes 53 and 54, both of which connect transferring ACE passengers with areas of employment within Pleasanton as well as with the San Francisco Bay Area Rapid Transit District (BART). Route 53 operates between the Pleasanton ACE station and the West Dublin/Pleasanton BART station via I-680 and Stoneridge, while Route 54 operates between the Pleasanton ACE station and the East Dublin/Pleasanton BART station via the Hacienda Business Park.

ACE underwrites 60 percent of the fully allocated cost to operate the #53 and #54 service. As a concession, passengers with a validated ACE train ticket can board LAVTA buses for free.

Discussion

Having run weekend service only on a special-event basis in the past, ACE has now received a two-year grant to provide regular service on Saturdays. Two San José-bound trains would be operated in the mid-morning hours, with two return trips toward Stockton in the late afternoon.

Although passengers' use of the Saturday ACE service is expected to be related primarily to sporting and other special events in Santa Clara County, ACE wants to provide a viable

connection to BART as well, and has reached out to LAVTA staff regarding potential options for this.

The staffs of ACE and LAVTA have determined that expanding the existing Route 53 service to Saturdays likely would be the most straightforward option for this purpose, as the #53 provides the most direct and expeditious link between ACE and BART. It is proposed that, based on ACE committing to underwrite the additional service, two morning trips and two afternoon trips be provided between Pleasanton ACE and West Dublin/ Pleasanton BART on Saturdays, using one bus. All trips would be timed to the ACE train schedule at Pleasanton.

The following table summarizes the parameters of the proposed service:

ROUTE 53 PROPOSED SATURDAY SERVICE	
General service parameters	
<i>Days operated</i>	Saturdays
<i>Hours of operation</i>	8:40a--10:10a, 4:15p--5:50p
<i>Frequency</i>	2x AM and 2x PM trips
<i># Buses</i>	1
<i>Termini</i>	Pleasanton ACE - West Dublin/Pleasanton BART
<i>via</i>	I-680 and Stoneridge
<i>Fare</i>	Regular Wheels fare; free w/validated ACE ticket

Unlike the weekday 53/54 service that is reimbursed at 60%, it is proposed that ACE would underwrite 100% of the fully allocated cost to operate the Saturday #53. As a concession and similar to the existing weekday service, however, passengers with a validated ACE ticket would not need to pay an additional fare when boarding Wheels.

The following table summarizes the estimated annualized costs and reimbursements of the proposed service addition:

ROUTE 53 PROPOSED SATURDAY SERVICE	
Cost estimate	
Revenue hours per day operated (Saturday)	2.98
Number of days operated per year	52
Total revenue hours	155.13
Total fully allocated cost	\$17 916
Reimbursement from ACE	100%*
LAVTA cost	\$0*

* Similar to the existing weekday service, LAVTA would provide as a concession free rides to passengers with a validated ACE train ticket

The grant to ACE for the new Saturday train service is for two years; however, should the service be successful, ACE’s intention is to make the service permanent.

ACE has not stated what their ridership expectation for a Saturday Route 53 is. But the MoU would be written to give ACE reasonable flexibility to expand, reduce, or discontinue the service, as long as proper lead time is provided to for public notice and for scheduling such in conjunction with the LAVTA fixed-route contractor's regular driver sign-up periods.

Budget

If approved by the Board, this item will be included with the FY2020 budget.

Next Steps

If approved by the governing boards of both parties, each entity would sign a Memorandum of Understanding (MoU) for LAVTA to supply the additional Saturday service on a reimbursement basis from ACE. The first day of service would be expected to occur on July 27, 2019.

Recommendation

Staff asks that the Projects & Services Committee forward a recommendation to the Board of Directors to approve new Saturday service for Wheels Route 53, as outlined above, to be billed to ACE at the fully allocated cost also shown above, with a target implementation date of July 27, 2019.

AGENDA

ITEM 7



STAFF REPORT

SUBJECT: Tri-Valley Accessible Advisory Committee (TAAC) Bylaws Update

FROM: Jonathan Steketee, Customer Service and Contract Compliance Manager

DATE: May 28, 2019

Action Requested

Forward the recommendation to update the Tri-Valley Accessible Advisory Committee (TAAC) bylaws to LAVTA's Board of Directors.

Background

In light of the advisory committee name change that was approved by LAVTA's Board of Directors; there is a need to update the committee bylaws to reflect the current name of the advisory committee.

Additionally, Staff and the TACC took the opportunity to review the bylaws and make any changes.

Discussion

In addition to the name change below are the updates TAAC members and staff have amended and was approved by the TAAC:

- **SECTION 3.7. COMMITTEE MEETINGS**
 - f. Quorum. A quorum must be present to take action on agenda items. Quorum is considered met with a combination of six (6) TAAC representatives and/or alternates. In the absence of a regular representative the alternate for the representative will be a voting member for the meeting. In the occasion where two (2) representatives from a member city are absent, the alternate for that city will have two (2) votes. In the occasion with two (2) representatives absent from a member city, the alternate will count as two representatives towards quorum. If two (2) or more representatives from member Social Service Agencies are absent, the alternate for Social Services will count as two representatives towards quorum and will be allowed to exercise two (2) votes. On this

occasion the alternate for Social Services Agencies will count as two (2) towards quorum. In the occasion where one (1) representative from a member city is absent and the alternate is absent, the present city representative will have two (2) votes for the meeting and count as two (2) representatives towards quorum. In the occasion where one (1) Social Services representative is present and two (2) members and alternate representative are absent then the present Social Services representative will have two (2) votes and will count as two (2) representatives towards quorum. In the occasion where two (2) Social Services representatives are absent and one (1) social service representative and one (1) social services alternate is present, each will get one (1) vote and count as one (1) each towards quorum. If the PAPCO representative is absent, there is not an alternate for that representative.

- Adding Measure BB information to the definitions:
 - SECTION 2.9. “ALAMEDA COUNTY MEASURE B” refers to local funding for paratransit service generated by the one-half percent (0.5%) transportation sales tax in Alameda County. Collections for the sales tax authorized by Measure B will be in effect for 20 years, beginning on April 1, 2002 and extending through March 31, 2022.
 - SECTION 2.10. “ALAMEDA COUNTY MEASURE BB” augments the half-cent Measure B sales tax by a half-cent, beginning April 1, 2015 through March 31, 2022. The full one-cent sales tax authorized by Measure BB will begin April 1, 2022 and will extend through March 31, 2045.
- Add the word “or” to the section 3.2.a to reflect that the social services representative can either work for an agency physically located in the Tri-Valley or represent people of the Tri-Valley (not necessarily both):
 - Three members shall be representatives of social service agencies, which are located in and/or represent people who use or could use transit services in Livermore, Pleasanton and Dublin, and ex-officio members from the connecting transit service providers.

Recommendation

Forward the recommendation to update the TAAC bylaws to LAVTA's Board of Directors.

Attachment:

1. Draft Bylaws

**BYLAWS
OF THE
~~WHEELS TRI-VALLEY~~ ACCESSIBLE ADVISORY COMMITTEE**

ARTICLE 1

NAME

The name of this committee shall be the “~~WHEELS TRI VALLEY~~ ACCESSIBLE ADVISORY COMMITTEE.”

ARTICLE 2

DEFINITIONS

The terms defined in this Article shall have the following meaning:

SECTION 2.1. “LAVTA” refers to the Livermore/Amador Valley Transit Authority, created pursuant to Government Code 6500 et. seq., which provides public transportation services within the cities of Dublin, Livermore and Pleasanton, and portions of unincorporated areas in Eastern Alameda County.

SECTION 2.2. “BOARD OF DIRECTORS” or Board, means the governing Board of LAVTA.

SECTION 2.3. “PARATRANSIT” refers to any form of transportation for persons unable to use fixed route public transit.

SECTION 2.4. “PERSON WITH DISABILITIES” refers to any person whose disability prevents him/her from accessing public transportation pursuant to 49 CFR 37.

SECTION 2.5. “ELDERLY” is defined as any person who is sixty-five (65) years of age or older.

SECTION 2.6. “COMPLEMENTARY PARATRANSIT SERVICE” refers to comparable paratransit service to fixed route transit service as mandated by the Americans with Disabilities Act (49 CFR 37.125).

SECTION 2.7. “LOCAL PARATRANSIT SERVICE” refers to paratransit services that are not mandated by the Americans with Disabilities Act, and that are defined by individual transit operators.

SECTION 2.8. “TRANSPORTATION DEVELOPMENT ACT-ARTICLE 4.5” refers to State funding for paratransit service generated from the ¼ cent sales tax.

SECTION 2.9. “ALAMEDA COUNTY MEASURE B” refers to local funding for paratransit service generated by the one-half percent (0.5%) transportation sales tax in Alameda County. Collections for the sales tax authorized by Measure B will be in effect for 20 years, beginning on April 1, 2002 and extending through March 31, 2022.

SECTION 2.10. “ALAMEDA COUNTY MEASURE BB” augments the half-cent Measure B sales tax by a half-cent, beginning April 1, 2015 through March 31, 2022. The full one-cent sales tax authorized by Measure BB will begin April 1, 2022 and will extend through March 31, 2045.

SECTION 2.4011. “AMERICANS WITH DISABILITIES ACT” (ADA) refers to the Federal law which provides equal access to buildings, services and public transportation to persons with disabilities (Public Law 101-336). Among its provision, the ADA mandates that public transit operators provide complementary paratransit service to persons whose impairment(s) prevent(s) them from using regular fixed route transit service.

SECTION 2.4112. “COMMITTEE” refers to “WHEELS-Tri-Valley Accessible Advisory Committee.”

SECTION 2.4213. “MEMBER” is defined as a Member of the Committee, who resides and/or works in the LAVTA member jurisdictions and represents the interests, concerns and suggestions of the elderly and disabled persons. This person may or may not have disabilities, or who may or may not be sixty-five years of age or more.

SECTION 2.4314. “FISCAL YEAR” means the period from July 1 to and including the following June 30.

SECTION 2.1415. “FIXED ROUTE SERVICE” refers to service that operates along prescribed routes according to fixed schedules.

ARTICLE 3

GENERAL PROVISIONS

SECTION 3.1. RESPONSIBILITIES

The Committee shall have the following responsibilities:

- (a) Provide a forum to discuss matters relating to LAVTA’s fixed route and paratransit system accessibility as they pertain to the elderly and persons with disabilities; ~~and~~
- (b) Advise the Board of Directors on matters relating to LAVTA's fixed route and paratransit system accessibility as they pertain to the elderly and persons with disabilities; ~~and-~~
- (c) To represent the interests of elderly and persons with disabilities who depend upon accessible public transit service(s).

SECTION 3.2. COMMITTEE

- (a) Composition. The Committee shall be composed of eleven (11) members. Each city in the LAVTA jurisdiction shall have two members, and the County of Alameda one member, who is a resident in the LAVTA service area. Three members shall be representatives of social service agencies, which are located in and/or represent people who use or could use transit services in Livermore, Pleasanton and Dublin, ~~and ex-officio members from the connecting transit service providers~~. One member shall be LAVTA’s representative to the Paratransit Advisory and Planning Committee (PAPCO) of the Alameda County Transportation Commission (ACTC).
- (b) Alternate. Each City, the County, and social service agency, may have one (1) alternate member.
- (c) Qualifications of Members and Alternates. The members and alternates must be able to demonstrate:

- (i) That they reside in the City they represent and in the case of the County, they reside in the LAVTA service area. Social services agencies must be located in and/or serve the residents of LAVTA service area.
 - (ii) Meet regularly during business hours.
 - (iii) Analyze complex issues, reports, etc., and make objective conclusions relating to the issues and reports.
- (d) Appointment Process
- (i) LAVTA shall advertise for any vacancy or vacancies on the Committee on LAVTA's website, post notices to the existing riders, and contact relevant social service agencies regarding serving on the committee. LAVTA's Board of Directors selects and approves committee members.
 - (ii) Every interested person shall complete a LAVTA application form.
 - (iii) The process of making appointments of alternate members shall be the same as for regular members.
- (e) Vacancies on the Committee. When there is a vacancy on the Committee, the alternate member shall fill in as an interim member, and, if desired, shall become a full voting permanent member.

SECTION 3.3 TERM OF APPOINTMENT OF COMMITTEE MEMBERS

The term of appointment of each committee member and alternate shall generally be for a period of two (2) fiscal years, unless a one (1) year term is necessary to ensure continuity of membership and avoid all appointments expiring at the same time. The term of appointment of the LAVTA's PAPCO representative shall match the PAPCO's membership term. Each member shall serve for a maximum of four (4) consecutive terms (i.e. eight

(8) consecutive fiscal years). A member may continue to serve for additional consecutive terms beyond the maximum of four (4) consecutive terms (i.e. eight (8) consecutive fiscal years) if no other qualified applicants apply for the open position and the member is willing to serve. The member will be appointed as an Alternate unless there is an opening for a full voting member in their jurisdiction on the committee. The term shall be for one year. When a vacancy occurs, the vacancy will be filled using the procedure described above.

SECTION 3.4. REMOVAL AND RESIGNATION OF MEMBERS

- (a) Appointed members and alternates may be removed automatically from the Committee by the Board of Directors if:
 - (i) The member or alternate is absent for three (3) consecutive regular and/or special meetings;
 - (ii) A member may resign from the Committee by a letter of resignation to the Board of Directors.

SECTION 3.5. COMMITTEE OFFICERS AND THEIR DUTIES

- (a) The Committee shall elect a Chair and Vice Chair from among its members. The Committee Chair and Vice Chair shall not represent the same city.
- (b) The Chair and Vice Chair shall be elected at the last meeting of each fiscal year and assume office at the first meeting of the new fiscal year.
- (c) The Chair shall preside at all meetings of the Committee, call special meetings, and act as spokesperson of the Committee with the authorization of the Committee pursuant to Section 4.1 of these Bylaws.
- (d) The Vice Chair shall assume all duties of the Chair in the absence of, or upon request of, the Chair.

- (e) The Chair or his/her designee shall make an oral report at the meeting of the Board of Directors following the Committee's meeting. The designee shall be the Vice Chair of the Committee or a Committee member.
- (f) In the absence of the Chair and Vice Chair, the Committee shall appoint a Chair Pro-Tem to fill the duties of the Chair.

SECTION 3.6. COMMITTEE SECRETARY

A LAVTA staff person shall serve as Secretary and shall have no vote on matters before the Committee. The Secretary shall keep minutes of all regular and special meetings, and submit them to the Committee for approval, maintain a record of attendance, record all roll call votes, and assist with clerical and administrative tasks pertaining to the Committee.

SECTION 3.7. COMMITTEE MEETINGS

- (a) Regular Meeting Site, Schedule and Time. The Committee shall meet quarterly as needed. The Committee shall establish the meeting schedule, meeting time, meeting sites for the regular meetings at the first regular meeting of the fiscal year.
- (b) Regular Meetings. All regular meetings shall have a published agenda. Only items on the agenda shall be addressed at the meeting. Items for a regular meeting agenda may be submitted by any member of the Committee at least two (2) weeks prior to the meeting. The Committee Secretary may submit items for the agenda. Any supportive material for an agenda item shall be submitted at the same time. The Chair and the Committee Secretary shall agree on the final agenda.
- (c) Agendas. The agenda shall contain at least the following: call to order; approval of minutes; old business; new business; public comment and adjournment. Copies of the agenda, with supporting material and past meeting minutes, shall be mailed or delivered to the Committee members.

- (d) Notice. Notice of regular and special meetings shall comply with the Ralph M. Brown Act, Government Code Section 54950, et seq. Notices shall be mailed or delivered to the appropriate locations in the LAVTA jurisdiction. Notices may be mailed to the public upon request. All requests for additional information for regular and special meetings shall comply with LAVTA's Access to Public Records Information Policy. All notices of regular and special meetings shall be posted 72 hours prior to the meeting.
- (e) Special Meetings. Special Meetings may be called by the Committee Chair. Special meetings may include regular business in nature and/or time-urgent items. Special meetings shall comply with the same requirements of regular meetings.
- (f) Accessibility. All meetings shall be conducted in the LAVTA jurisdiction and shall be in a location accessible by public transportation and accessible to persons with disabilities.

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(f)(g)

~~—~~ Quorum. A quorum must be present to take action on agenda items, conduct a meeting ~~Quorum is considered met with a combination of six (6) TAAC representatives and/or alternates, and shall consist of six members.~~ In the absence of a regular representative the alternate for the representative will be a voting member for the meeting. In the occasion where two (2) representatives from a member city are absent, the alternate for that city will have two (2) votes. In the occasion with two (2) representatives absent from a member city, the alternate will count as two representatives towards quorum or alternate representative. If two (2) or more representatives from member Social Service Agencies are absent, the alternate for Social Services will count as two representatives towards quorum and will be allowed to exercise two (2) votes. On this occasion the alternate for Social Services Agencies will count as two (2) towards quorum. In the occasion where one (1) representative from a member city is absent and the alternate is absent, the present city representative will have two (2) votes for the meeting and count as two (2) representatives towards quorum. In the occasion where one (1) Social Services representative is present and two (2) members and alternate representative are absent then the present Social Services representative will have two (2) votes and will count as two (2) representatives towards quorum. In the occasion where two (2) Social

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Services representatives are absent and one (1) social service representative and one (1) social services alternate is present, each will get one (1) vote and count as one (1) each towards quorum. If the PAPCO representative is absent, there is not an alternate for that representative.

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~~(g) the other representative from the City, County, or Social Services Agency may exercise two votes for that jurisdiction and this would constitute a quorum.~~

- (h) Affirmative Vote. An affirmative vote by the majority of the filled positions of the Committee is required for an action to be approved, and a quorum must be present in the room in order for a vote to be taken. If a quorum is not present, the Chair would adjourn the meeting.
- (i) Compensation. Committee members shall not receive compensation for attending regular and special meetings. Please refer to section 4.2.
- (j) Parliamentary Procedure. Meetings shall be conducted in accordance with Robert’s Rules of Order, Revised, The Classic Edition, General Henry M. Robert, III.
- (k) Minutes of WAAC-TAAC Meetings. Minutes of the ~~WAAC-TAAC~~ meetings shall be included in the Board of Directors Agenda Package.
- (l) A member unable to attend a Committee meeting shall notify the member’s alternate to attend the meeting.

ARTICLE 4

MISCELLANEOUS

SECTION 4.1. PUBLIC STATEMENTS.

The Chair of the Committee shall be the spokesperson. In the absence of the Chair, the Vice Chair shall act as the spokesperson. In the absence of the Committee’s Chair and Vice Chair, a spokesperson shall be appointed by the Committee Chair. Furthermore, no member of the Committee shall speak as a spokesperson for LAVTA without authorization by majority vote of the Board of Directors of LAVTA.

SECTION 4.2. EXPENSES. The Committee is strictly on a volunteer basis; therefore, members shall not be reimbursed for any expenses relative to the Committee's activities and functions. However, LAVTA will provide paratransit service to/from regular and special meetings for Committee members upon request. LAVTA will also provide transit passes at no charge for rides on fixed route services. Members of the public must provide their own transportation.

SECTION 4.3. AMENDMENTS. Proposed amendments to these Bylaws shall be submitted to the LAVTA Board of Directors by the ~~General Manager~~~~Executive~~ ~~with~~ ~~Director~~ ~~with~~ an explanation of the proposed changes. Amendments shall be incorporated into these Bylaws upon a majority vote of the LAVTA Board of Directors

AGENDA

ITEM 8



S T A F F R E P O R T

SUBJECT: Tri-Valley Accessible Advisory Committee Recruitment for Terms Starting FY 2019/2020

FROM: Jonathan Steketee, Customer Service and Contract Compliance Manager

DATE: May 28, 2019

Action Requested

Forward the recommendation to ratify appointments for the Tri-Valley Accessible Advisory Committee for two-year terms starting on July 1, 2019 to LAVTA Board of Directors.

Background

On June 30th 2019, terms will expire for three TAAC members:

- Shawn Costello – Dublin Representative
- Carmen Rivera-Hendrickson – Pleasanton Representative
- Sue Tuite – Pleasanton Representative

There is also a currently vacant seat for the Social Services alternate position.

Discussion

LAVTA received four applications for FY 2019/2020 open positions:

Dublin (1 member needed)

- Shawn Costello – current Dublin member

Pleasanton (2 members needed)

- Carmen Rivera-Hendrickson – current Pleasanton member
- Sue Tuite – current Pleasanton member

Social Services (1 alternate needed)

- Michal Calvan – new applicant

TAAC members reviewed the applications at their May 1st meeting and recommend that LAVTA board ratify these appointments.

If the Board of Directors makes the appointments as recommended then the TAAC will be fully represented with no vacancies.

It is important to note, that two applicants, Shawn Costello and Carmen Rivera-Hendrickson have served 3 consecutive terms on the TAAC and therefore, by the TAAC's bylaws would be termed out. However, there is a stipulation that states that if there are no other applicants, the incumbent may continue to serve. In both cases, they were the only applicant and therefore are allowed to serve for an additional term.

Recommendation

Forward the recommendation to ratify the TAAC appointments to LAVTA's Board of Directors.

Attachments:

1. TAAC Term Expirations
2. TAAC Applications

Tri-Valley Accessible Advisory Committee (TAAC)
 Membership Directory for FY 2019 (July 2018 to June 2019)
As of January 11, 2019

Dublin Representation

<i>Committee Seat</i>	<i>Term</i>	<i>Term Beginning</i>	<i>Term Conclusion</i>
Shawn Costello	2 years	July 2017	June 2019
Connie Mack	2 years	July 2018	June 2020
Helen Buckholz (Alternate)	2 years	July 2018	June 2020

Livermore Representation

<i>Committee Seat</i>	<i>Term</i>	<i>Term Beginning</i>	<i>Term Conclusion</i>
Russ Riley	2 years	July 2018	June 2020
Judith LaMarre	2 years	July 2018	June 2020
Bob Chulata (Alternate)	2 years	July 2018	June 2020

Pleasanton Representation

<i>Committee Seat</i>	<i>Term</i>	<i>Term Beginning</i>	<i>Term Conclusion</i>
Carmen Rivera-Hendrickson	2 years	July 2017	June 2019
Sue Tuite	1 year	July 2017	June 2019
Jeffrey Jacobsen (Alternate)	2 years	December 2018	June 2020

Alameda County Representation

<i>Committee Seat</i>	<i>Term</i>	<i>Term Beginning</i>	<i>Term Conclusion</i>
Herb Hastings	2 years	July 2018	June 2020
David Weir (Alternate)	2 years	July 2018	June 2020

Social Services Representation

<i>Committee Seat</i>	<i>Term</i>	<i>Term Beginning</i>	<i>Term Conclusion</i>
Melanie Henry	2 years	July 2018	June 2020
Rachel Prater	2 years	July 2018	June 2020
Amy Mauldin	2 years	July 2018	June 2020
Alternate (VACANT)			

PAPCO Representative

<i>Committee Seat</i>	<i>Term</i>	<i>Term Beginning</i>	<i>Term Conclusion</i>
Esther Waltz	N/A	2014	Same as PAPCO Term

APPLICATION FOR TAAC MEMBERSHIP

GENERAL INFORMATION

Name _____ Shawn Costello _____

Agency (if applicable) _____

Address _____ 5450 Demarcus Blvd., Apt. 210

City _____ Dublin _____ Zip _____ 94568 _____

Home # _____ 925-551-8082 _____ Work # _____ Mobile # _____

Email address: _____ sshawnbishop@yahoo.com _____

Which of the following open positions are you applying for?
(May check more than one, if applicable.)

- City of Dublin _____ X _____
- City of Pleasanton _____
- City of Livermore _____
- Alameda County _____
- Social Services Agency _____

You are eligible for your position because you are

A resident of the City or County and are

- Elderly _____
- Disabled _____ X _____
- A Caretaker for a Disabled person _____

Or

Employed in Social Services in the Tri Valley _____

1. Do you or your clients use Dial-A-Ride? If yes, how often?

I use it about every other week.

2. Do you or your clients use Fixed Route service? If yes, how often?

I use it often, about every other day.

3. In a single statement, why do you want to be on this committee?

Because I love working with everybody in the office and I enjoy being in the committee. I am proud to be a TAAC member. This is my favorite committee.

4. What skills and knowledge do you feel you bring to this committee?

I bring the knowledge of what it is like to be in a wheelchair and knowledge that I can help with everybody to be treated on the buses fairly and respectfully.

5. Will you be able to attend meetings during regular business hours? How flexible is your schedule?

I am there whenever we have the meeting. The only time I am not there is when there is a strong reason such as wheelchair breaking down or bus not coming.

6. Please include any additional information that may assist the decision making process.

I am one of the most dedicated person in the committee, and even though I get outspoken sometimes, I am always honest to the committee.

APPLICATION FOR TAAC MEMBERSHIP

GENERAL INFORMATION

Name Carman Riviera Hendrickson

Agency (if applicable) _____

Address 5921 W. Las Positas Blvd #106

City Pleasanton Zip 94588

Home # 925-339-0894 Work # _____ Mobile # same

Email address: _____

Which of the following open positions are you applying for?
(May check more than one, if applicable.)

- City of Dublin _____
- City of Pleasanton ✓
- City of Livermore _____
- Alameda County _____
- Social Services Agency _____

You are eligible for your position because you are

A resident of the City or County and are

- Elderly _____
- Disabled ✓
- A Caretaker for a Disabled person _____

Or

Employed in Social Services in the Tri Valley _____

1. Do you or your clients use Dial-A-Ride? If yes, how often?

When I can

2. Do you or your clients use Fixed Route service? If yes, how often?

Yes, sometimes it hard when you are in a large wheelchair

3. In a single statement, why do you want to be on this committee?

I wish to provide my views being in a large wheelchair and how hard it is for you to find transportation.

4. What skills and knowledge do you feel you bring to this committee?

I have work with state and federal stakeholders California Transportation

5. Will you be able to attend meetings during regular business hours? How flexible is your schedule?

yes, all.

6. Please include any additional information that may assist the decision making process.

work hard, I believe that everyone has to have a voice to care for those that can do for them self.

APPLICATION FOR TAAC MEMBERSHIP

GENERAL INFORMATION

Name Sue Tuite

Agency (if applicable) _____

Address: 5334 Case Ave. Apt. #511

City Pleasanton Ca. Zip 94566

Home # No Work # NO Mobile # 925-895-6536

Email address: Tuitesue@yahoo.com

Which of the following open positions are you applying for?
(May check more than one, if applicable.)

- City of Dublin _____
- City of Pleasanton ✓
- City of Livermore _____
- Alameda County _____
- Social Services Agency _____

You are eligible for your position because you are

A resident of the City or County and are

- Elderly _____
- Disabled ✓
- A Caretaker for a Disabled person _____

Or

Employed in Social Services in the Tri Valley NO

1. Do you or your clients use Dial-A-Ride? If yes, how often?

yes I use it a lot to go to appointments and grocery shopping

2. Do you or your clients use Fixed Route service? If yes, how often?

Once in a blue moon if I have to

3. In a single statement, why do you want to be on this committee?

yes I love working with people

4. What skills and knowledge do you feel you bring to this committee?

I do a lot of work going around on the buses looking at stops & see what needs updating

5. Will you be able to attend meetings during regular business hours? How flexible is your schedule?

yes

6. Please include any additional information that may assist the decision making process.

I am a very good advocate for others.

APPLICATION FOR TAAC MEMBERSHIP

GENERAL INFORMATION

Name : Michael Galvan

Agency: Community Resources for Independent Living (CRIL)

Address 439 A Street

City Hayward Zip94541

Home # _____ Work #510.881.5743 Mobile # _____

Email address: _____

Which of the following open positions are you applying for?

(May check more than one, if applicable.)

City of Dublin	_____
City of Pleasanton	_____
City of Livermore	_____
Alameda County	_____
Social Services Agency	X

You are eligible for your position because you are

A resident of the City or County and are

Elderly _____

Disabled _____

A Caretaker for a Disabled person _____

Or

Employed in Social Services in the Tri Valley X

1. Do you or your clients use Dial-A-Ride? If yes, how often?

A number of CRIL consumers regularly use Dial-a-Ride.

2. Do you or your clients use Fixed Route service? If yes, how often?

Since a number of CRIL consumers do not have cars and/or do not drive, a good number of CRIL consumers regularly use Dial-a-Ride.

3. In a single statement, why do you want to be on this committee? To articulate and support the needs of the disability community.

4. What skills and knowledge do you feel you bring to this committee? I have worked at CRIL for 8 years and come with the experience and knowledge of working with the disability community.

5. Will you be able to attend meetings during regular business hours? How flexible is your schedule?

Yes – but meetings need to be held on a regularly schedule basis.

6. Please include any additional information that may assist the decision making process.

AGENDA

ITEM 9



STAFF REPORT

SUBJECT: Temporary Additional Service to/from Amador Valley High School

FROM: Tony McCaulay, Director of Planning and Marketing
Cyrus Sheik, Senior Transit Planner

DATE: May 28, 2019

Action Requested

Review proposed service and forward a recommendation to the Board of Directors

Background

Amador Valley High School (AVHS) is located in a central area of Pleasanton that is served by three LAVTA routes: the mainline route 10R, which provides service north and south along Santa Rita Road, as well as two supplemental routes, 605 and 611, which are “school trippers” connecting the Fairlands and Ruby Hill residential areas with AVHS. The #10 operates four times per hour, per direction throughout the day, while the #605 and #611 provide a single inbound (school-bound) trip in the morning and a single outbound trip in the afternoon, timed to the main bell time at AVHS.

The Pleasanton Unified School District (PUSD) has received a grant to install energy-generating solar panels at its AVHS site. The solar panels would be installed as roof covers over existing surface parking areas at the school, and the installation will have an impact on the amount of available student parking during construction. The installation will begin shortly after the end of the current spring semester on May 31, and is anticipated to be completed by approximately October 31, 2019.

While the school district has identified some alternative parking options for students during the installation project, its parking capacity would be less than the regular parking capacity. So, earlier this spring, PUSD reached out to LAVTA to see whether additional bus capacity might be one of the mitigations that could be put in place to supplement or reduce the need for parking during the solar installation project, once the fall semester begins in August.

Discussion

The staffs of LAVTA and PUSD last met on May 10 to discuss possible options with regard to bus service, taking into account the transit agency’s resource constraints, as well as the district’s other mitigation measures for their solar installation project (including temporary replacement parking). The discussion centered on the fact that LAVTA does not have the capacity to additionally carry all the students whose parking might be lost during the project,

especially at the main bell time peak, and that the role of Wheels in this irregular context should be one of providing a backup option that could potentially be offered outside of the timeframe of peak time. It was discussed that if supplemental route trips were added to provide for A/B period (which are classes that are held before the main bell in the morning, and after the main bell in the afternoon), those trips – together with the other mitigation measures that the district is planning – might provide sufficient backfill capacity to allow all students to continue being able to travel to school during the project. If scheduled this way, the same buses that normally operate the 605 and 611 routes would be able to do double trips, rather than requiring additional bus/driver pulls from the LAVTA garage.

The PUSD staff also stated that they wished for such additional service to be fare-free, and that in the interest of fairness, it would be desirable to also let the students ride for free on the regular, main-bell trips of the same routes during the same timeframe. The district would then reimburse LAVTA for the operation of the additional service, as well as for the loss in fare revenue on the existing service.

At the conclusion of the meeting, both staffs agreed to propose the following:

- One additional, earlier morning trip on Wheels routes 605 and 611, timed to the A period bell.
- One additional, later afternoon trip on the same routes, timed to the B period bell.
- LAVTA would waive fares for all students showing a valid AVHS ID card on all trips of the #605 and #611, including the regular main-bell trips.
- PUSD would reimburse LAVTA at the fully allocated rate of \$99.73 per additional bus vehicle hour, and at the rate of \$1.30 per fare-waived student boarding on the regular-schedule trips.
- The above measures would be in effect from the start of the fall semester on August 12, until the project’s completion, anticipated by approximately October 31, 2019.

The following table illustrates what the additional #605 and #611 arrival and departure times would be during this timeframe, relative to these routes’ regular arrivals and departures (which would continue to operate normally) at AVHS:

PROPOSED TEMPORARY EXTRA SERVICE TO AVHS				
Summary of trips				
	AM	AM	PM	PM
	Extra trip	Regular trip	Regular trip	Extra trip
Route	arrival	arrival	departure	departure
605	6:40 AM	7:40 AM	3:12 PM	4:12 PM
611	6:40 AM	7:40 AM	3:12 PM	4:12 PM
No extra AM service on Wednesdays due to collaboration time				
Wed/Thu AM arrivals would be 50 min later than shown above				

The additional service is estimated to incur a total of 19.43 incremental bus vehicle hours per week. At the LAVTA fully allocated gate-to-gate rate, the agency would bill the school district approximately \$23,250 for this service, based on twelve weeks of operation.

During a typical week last fall, the #605 and #611 routes saw 940 total boardings. At an average fare of \$1.30 per boarding, a waiver of those fares would be estimated to incur a loss of approximately \$14,700, based on twelve weeks of free rides, which would also be billed to the school district. The free rides on the *extra* trips would not be charged to the district.

The following table summarizes these costs, showing a total estimated amount to be billed by LAVTA to PUSD in the order of approximately \$37,900:

PROPOSED TEMPORARY EXTRA SERVICE TO AVHS	
Summary of costs and reimbursement for additional service	
<i>Additional operation:</i>	
Additional revenue hours required, weekly	19.43
Hourly rate charged to PUSD	\$99.73
Total weekly cost	\$1 938
Expected number of weeks of operation	12
Expected cost to be billed to PUSD	\$23 253
<i>Fare waiver reimbursement:</i>	
Estimated weekly boardings on regular trips	940
Per-boarding reimbursement from PUSD	\$1.30
Total weekly fare revenue loss	\$1 222
Expected number of weeks of operation	12
Expected total fare loss to be billed to PUSD	\$14 664
<i>Total:</i>	
Total amount estimated to be billed to PUSD	\$37 917

Budget

If approved by the Board, this item will be included with the FY2020 budget.

Next Steps

If approved by the governing boards of both parties, each entity would enter into a Memorandum of Understanding (MoU) for LAVTA to supply the additional #605/#611 service, as well as free rides to AVHS students on all trips of those routes, on a reimbursement basis from PUSD. The first day of the additional service and fare waiver would be August 12, 2019, with an anticipated last day of service (subject to change depending on the progress of construction) of October 31, 2019.

Recommendation

Staff asks that the Projects & Services Committee forward a recommendation to the Board of Directors to approve temporary, additional service and free rides on Wheels routes 605 and

611, as outlined above, and to be reimbursed by PUSD at the rates shown above, effective on August 12, and anticipated to end on or around October 31, 2019.

AGENDA

ITEM 10



STAFF REPORT

SUBJECT: Contract Award for Tri-Valley Hub Network Integration Study

FROM: Tony McCaulay, Director of Planning and Marketing

DATE: May 28, 2019

Action Requested

Staff recommends that the Project & Services Committee forward to the LAVTA Board a recommendation authorizing the Executive Director to enter into a contract with AECOM Technical Services, Inc., for the development of the Tri-Valley Hub Network Integration Study.

Background

On March 26, Staff issued a Request for Proposals for Strategic Planning Services. The RFP sought proposals on two planning studies: 1) the development of a short range and a long range transit plan for LAVTA and 2) the development of the Tri-Valley Hub Network Integration Study (Study). The Study is comprised of four components, including:

- Strategic planning and feasibility analysis;
- Operations planning;
- Facilities planning; and
- Implementation planning.

The goal of the Study is to provide the strategic and technical requirements to move forward toward initiating future regional transportation services via a hubbed model at the Dublin/Pleasanton BART Station and for the near-term evolution of that station into the Tri-Valley Hub as envisioned in the 2018 California State Rail Plan.

Discussion

Three proposals were received in response to the RFP. The proposers were AECOM Technical Services, Inc., Stantec Consulting Services, Inc., and Nelson\Nygaard Consulting Services, Inc. The LAVTA staff evaluation team included Executive Director Michael Tree; Director of Planning and Marketing Tony McCaulay; Customer Service and Contract Oversight Manager Jonathan Stekettee; Senior Grants & Management Specialist Jennifer Yeamans; and Senior Transit Planner Cyrus Sheik. The review team evaluated the proposals on four criteria: Completeness and thorough conformance with the terms and requirements of the RFP; project plan and technical approach; proposer qualifications and experience and price.

All three proposers were invited to make oral presentations to the evaluation team on Tuesday May 21. Following the review of the written proposals and the oral presentations, all five members of the evaluation team rated AECOM Technical Services, Inc. as their top rated candidate. The results of the ratings were as follows:

	AECOM	Stantec	Nelson\Nygaard
Average Score (100 possible)	90.4	70.4	74.0
Number of first place rankings	5	0	0
Number of second place rankings	0	2	3
Number of third place rankings	0	3	2

Fiscal Impact

This planning study is 100 percent funded through a \$500,000 grant award from the California State Transportation Agency (CalSTA) as part of the 2018 Transit and Intercity Rail Capital Program ('TIRCP'). The grant award also included \$20,000,000 in state funds to increase the parking capacity at the Dublin/Pleasanton BART Station via construction of a new parking garage.

AECOM's price proposal was \$349,876.10, the lowest of the three proposals received.

Recommendation

Staff recommends that the Project & Services Committee forward to the LAVTA Board a recommendation authorizing the Executive Director to enter into a contract with AECOM Technical Services, Inc., for the development of the Tri-Valley Hub Network Integration Study, in an amount not to exceed \$384,863.71, which represents AECOM's price proposal plus a 10 percent contingency.

Attachments:

1. Draft Resolution 16-2019 Awarding Tri-Valley Hub Network Integration Study Contract

RESOLUTION 16-2019

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
AWARDING A CONTRACT TO AECOM TECHNICAL SERVICES, INC. FOR THE
DEVELOPMENT OF THE TRI-VALLEY HUB NETWORK INTEGRATION STUDY**

WHEREAS, the California State Transportation Agency (‘CalSTA’) awarded \$500,000 to LAVTA to complete a study of incorporating megaregional bus services into the needs of the capacity expansion at the Dublin/Pleasanton BART Station and achieving key state strategic goals for a future ‘Tri-Valley Hub’ as outlined in the 2018 California State Rail Plan.

WHEREAS, LAVTA requires the services of a qualified consulting firm to develop the Tri-Valley Hub Network Integration Study; and

WHEREAS, LAVTA issued a Request for Proposals (RFP) for Strategic Planning Services #2019-06 on March 26, 2019; and

WHEREAS, LAVTA received three proposals and has evaluated the proposals received and LAVTA’s evaluation committee determined the proposal received from AECOM Technical Services, Inc. to be the preferred responsive and responsible proposer; and

WHEREAS, LAVTA intends to enter into a contract with AECOM Technical Services, Inc. to carry out the strategic planning, operations planning, facilities planning, implementation planning, feasibility analysis and other related tasks requested in the RFP; and

WHEREAS, funds for this contract shall be within the annual Budget authority adopted by the Board of Directors;

NOW, THEREFORE BE IT RESOLVED, by the Board of Directors of the Livermore Amador Valley Transit Authority that the LAVTA Board authorizes the Executive Director to enter into a contract with AECOM Technical Services, Inc. for the development of the Tri-Valley Hub Network Integration Study.

PASSED AND ADOPTED this 3rd day of June 2019.

Scott Haggerty, Chair

Attest: _____
Michael Tree, Executive Director

AGENDA

ITEM 11



FY2019 Goals, Strategies and Projects

Last Updated – May 20, 2019

MANAGEMENT ACTION PLAN (MAP)

Goal: Service Development						
Strategies (those highlighted in bold indicate highest Board priority)						
<ol style="list-style-type: none"> 1. Provide routes and services to meet current and future demand for timely/reliable transit service 2. Increase accessibility to community, services, senior centers, medical facilities and jobs 3. Optimize existing routes/services to increase productivity and response to MTC projects and studies 4. Improve connectivity with regional transit systems and participate in Valley Link Project 5. Explore innovative fare policies and pricing options 6. Provide routes and services to promote mode shift from personal car to public transit 						
Projects	Action Required	Staff	Board Committee	Target Date	Status	Task Done
Short/Long Range Transit Plan	<ul style="list-style-type: none"> RFP Award of Contract 	DP	Projects/ Services	Mar 2019 July 2019	→ <u>Three companies submitted proposals. Interviews held and proposals scored. Consideration of award to be considered by Board in July after programming of funds by ACTC in June.</u>	X
Network Integration Study	<ul style="list-style-type: none"> RFP Award of Contract 	DP	Projects/ Services	Mar 2019 May 2019	→ <u>Requirement of Dublin Parking Garage. Planning for express bus to fill gaps in rail service in region. Three companies submitted proposals. Contract award for consideration by Board in June.</u>	X
Comprehensive Paratransit Assessment. AKA Mobility Forward.	<ul style="list-style-type: none"> Award of Contract Public Outreach Approval of Recommendations 	ED	Projects/ Services	Nov 2016 Jun/Nov 2017 Jun 2019	→ Nelson/Nygaard awarded contract. Public meetings held in June. LAVTA Board presentation made in September. Second round of workshops completed in November. Draft completed. City of Pleasanton received report in May. Board to receive presentation/report in June.	X X

Projects	Action Required	Staff	Board Committee	Target Date	Status	Task Done
Fare Study	<ul style="list-style-type: none"> Draft Fare Study Public Hearings Board Approval 	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. Public Hearings held in September. Board approved in October. Implemented in January.	X X X
Hacienda Pass	<ul style="list-style-type: none"> Review Pass Program Work with Hacienda on Improving the Program 	ED	Finance/ Admin	Oct 2019 Dec 2019	→ <u>Meeting with Hacienda is scheduled for week of May 27th.</u>	X
Transit Signal Priority Upgrade Project in Rapid Corridors	<ul style="list-style-type: none"> Engineering Work Finish Project 	DP	Projects/ Services	Oct 2017 Oct 2019	→ Grant by TVTAC approved. Board approved MOU with Pleasanton. Board approved engineering contract with Kimley Horn. <u>100% design completed with comments from member agencies included. Project short funding. Staff working with FTA to transfer unused grant funds from completed queue jump project to this project to fully fund. Expect completion in fall of 2019.</u>	X
Go Dublin Discount Program	<ul style="list-style-type: none"> Explore use of Uber WAV Secure additional funding Develop long-term strategy 	ED	Projects/ Services	Nov 2018 Jun 2019 Jun 2019	→ Program continuing into FY2019. <u>Uber & MV implemented Uber WAV in Dublin in December (MV provides wheelchair accessible rides through Uber). Final contract negotiations for Go Go Grandparent taking place for concierge service if customer doesn't have a smart phone. July implementation. Legal review completed on concept of VISA debit cards with no loading fees through Walmart as option for those without a credit card. July implementation. AQMD approved funding for Go Dublin expansion to other cities in the Tri-Valley.</u>	X X

Projects	Action Required	Staff	Board Committee	Target Date	Status	Task Done
Dublin Service Plan	<ul style="list-style-type: none"> Explore use of articulated buses 	DP	Projects/ Services	Mar 2019	→ Nelson/Nygaard looking at merits of LAVTA operating articulated buses. <u>Report received by the Board.</u>	X
SAV Project	<ul style="list-style-type: none"> Complete storage facility/electrical Work through first set of tests Seek long-term funding for project 	CM	Projects/ Services	Oct 2019 July/Aug 2019 Dec 2019	→ BART working on storage and electrical. <u>Final negotiations for closeout of GoMentum contract underway. Board awarded contract with Transdev. Developing contingency plan with storage and charging infrastructure while BART continues to work on long term solution. Applying of federal grant to fund project long term.</u>	
Advanced Intelligent Intersection Project	<ul style="list-style-type: none"> Install equipment on buses Evaluate performance of project 	CM	Projects/ Services	Aug 2019 Jun 2020	→ City of Dublin funded. MOU approved between City and LAVTA. Awaiting FCC approval to proceed.	
Install and Upgrade Video System on Vehicles	<ul style="list-style-type: none"> Install video cameras on paratransit vehicles Upgrade 20 video systems on Wheels buses 	ED	Projects/ Services	Jul 2019 Mar 2019	→ Staff installed demo video system in paratransit vehicle. 90-day trial period completed. <u>Ordering equipment in June for July install.</u> →20 buses upgraded with new video systems	X
Amendment with MTM for Paratransit Services	<ul style="list-style-type: none"> Amend MTM contract to require on-site dispatching. 	ED	Finance & Admin	Jul 2019	→ Potential contract amendment going to Board for consideration.	

<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"> • More fully develop Better Way to BART section of website 	PD	Projects/ Services	Jun 2019	→ Project under development with Celtis.	
LAVTA Rebranding Project	<ul style="list-style-type: none"> • Bus stop sign replacement with new branding. 	PD	Projects/ Services	Sept 2019	→ Replace bus stop signs throughout service area with newly branded bus stop signs. Replace stencil stops with bus stop signs. Summer/fall project.	
Individualized Marketing	<ul style="list-style-type: none"> • Award Contract • Marketing • Review of Results 	PD	Projects/ Services	Jul 2019 Aug/Sept 2019 Nov 2019	→ Targeting Pleasanton's high density housing areas along Rapid near BART. RFP to be advertised in June. Board to consider award in July for a fall 2019 implementation.	
N Canyons Parkway Rapid Bus Stop Project	<ul style="list-style-type: none"> • Begin planning/engineering work • Improvements to site • Relocation of shelters 	FD	Projects/ Services	May 2017 Jun 2018 Aug	→ 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. Construction completed.	X X X

Underlined text indicates changes since last report.

<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>
				2018		
Pleasanton SmartTrips Corridor Rapid Bus Stop Project	<ul style="list-style-type: none"> • Engineering work • Award of construction contract • Finish project 	FD	Projects/ Services	Nov 2017 <u>May 2019</u> <u>Oct/Nov 2019</u>	→ ACTC grant received to upgrade stops in this corridor to Rapid style. Board awarded engineering to Kimley Horn in November. Project award in April. <u>Revised 100% due week of May 27th. Fall construction.</u>	
Replace Shelters Past Useful Life That Are On Livermore Routes	<ul style="list-style-type: none"> • Identify shelters • Demo/Install 	FD	Projects/ Services	Nov 2016 Apr 2018	→ Shelters identified. 8 shelters delivered. MV to demoed eight shelters and installed 8 shelters in March and April.	X
<p>Goal: Regional Leadership</p> <p><i>Strategies (those highlighted in bold indicate highest Board priority)</i></p> <ol style="list-style-type: none"> 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"> • Provide staff support 	ED	Projects/ Services	Jun 2019	→ Staff continuing to provide support. Feasibility Report to be approved by Board in June. EIR draft to be circulated in June. 30% design completed in fall. BUILD grant application due in July. TIRCP and Congested Corridors grant due in fall.	

<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"> Complete grant paperwork Procure consultant for inter-regional express bus service planning as per Caltrans grant requirement. 	ED	Projects/ Services	Jun 2019	→ Staff meeting with County and Caltrans and CalSTA to support the project. Ground breaking held. <u>Expecting completion on environmental work in June. Allocation of funds in August. Award of Design Build contract by County in spring of 2020. Study to be considered by Board in June.</u>	X
Calendar Year Legislative Plan	<ul style="list-style-type: none"> Creation of Legislative Plan and review/approval by the Board and provide support for key legislation. 	ED	Finance/ Admin	Feb 2019	→ F&A committee looked at draft legislative plan in January 2019 and Board approved in February.	X
<p>Goal: Organizational Effectiveness</p> <p>Strategies (those highlighted in bold indicate highest Board priority)</p> <ol style="list-style-type: none"> Promote system wide continuous quality improvement initiatives Continue to expand the partnership with contract staff to strengthen teamwork and morale and enhance the quality of service Establish performance based metrics with action plans for improvement; monitor, improve, and report on-time performance and productivity HR development with focus on employee quality of life and strengthening of technical resources Enhance and improve organizational structures, processes and procedures to increase system effectiveness 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"> Staff to complete development of software ViewPoint w/Trapeze. 	ED	Projects/ Services	April 2019	→ Met with Trapeze. Trapeze trained on new software and making final adjustments to templates required by contract and dealing with log-in issues.	X
Explore Quality of Life Opportunities for Workforce	<ul style="list-style-type: none"> Explore opportunities to enhance quality of life to retain workforce 	FD	Finance/ Admin	Jul 2019	→ <u>RFP to be released in June to have on call assistance for organizational</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>
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Continue Planning of Atlantis Operating & Maintenance Facility	<ul style="list-style-type: none"> Review previous conceptual planning and recommendations. 	FD	Finance/ Admin	Apr 2019	→ Currently LAVTA is out of office space/bus parking space. Seeking \$1-\$2 million in funding in RTP to complete design.	
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<p>Goal: Financial Management</p> <p>Strategies (those highlighted in bold indicate highest Board priority)</p> <ol style="list-style-type: none"> 1. Develop budget in accordance with strategic Plan, integrating fiscal review processes into all decisions 2. Explore and develop revenue generating opportunities 3. Maintain fiscally responsible long range capital and operating plans 						
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<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"> Complete financial audit and all required reporting to Board, local, regional and state agencies. 	DF	Finance/ Admin	Nov 2018	→ Audit performed. No findings. Board reviewed in November.	X

AGENDA

ITEM 12



LAVTA COMMITTEE ITEMS - May 2019 - September 2019

Projects & Services Committee

May

	Action	Info
Minutes	X	
MOU with ACE for Saturday Service	X	
MOU with PUSD for Supplemental Service	X	
Award of Contract for Network Integration Study	X	
TAAC Appointments	X	
TAAC Bylaws	X	
Mobility Forward Final Recommendation	X	

June

	Action	Info
Minutes	X	
Quarterly Operations		X
Fixed Route Customer Satisfaction		X
Transit Signal Priority GPS	X	
Marketing Work Plan	X	
Award of Contract for SRTP and Long Range Plan	X	

July

	Action	Info
Minutes	X	
*Typically July committee meetings are cancelled		

August

	Action	Info
Minutes	X	
DAR Customer Satisfaction Survey		X
Quarterly Operations Report		X

September

	Action	Info
Minutes	X	
Draft Winter Service Changes		X
Passenger Surveys		X