

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

PROJECTS and SERVICES COMMITTEE MEETING / COMMITTEE OF THE WHOLE AGENDA

June 22, 2020

COMMITTEE MEMBERS

SCOTT HAGGERTY – CHAIR
DAVID HAUBERT

KARLA BROWN – VICE CHAIR
BOB WOERNER

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

Documents received after publication of the Agenda and considered by the P&S Committee in its deliberation will be available for inspection only via electronic document transfer, due to the COVID-19 outbreak. See the COVID-19 provisions outlined below. Please call or email the Executive Director during normal business hours if you require access to any such documents.

TELECONFERENCE

JUNE 22, 2020 – 4:00 PM

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

On June 5, 2020 (updated June 18, 2020), the Health Officer of Alameda County issued an Order that will continue to be in effect until it is rescinded, superseded, or amended in writing by the Health Officer. The Order directed that all individuals living in the county to shelter at their place of residence except that they may leave to provide or receive certain essential services or engage in certain essential activities and work for essential businesses and governmental services.

Under the Governor’s Executive Order N-29-20, this meeting may utilize teleconferencing. As a precaution to protect the health and safety of staff, officials, and the general public. Councilmembers will not be physically in attendance, but will be available via video conference.

The administrative office of Livermore Amador Valley Transit Authority (LAVTA) is currently closed to the public and will remain closed for the duration of the Project & Services (P&S) Committee meeting. Consequently, there will be no physical location for members of the public to participate in the meeting. We encourage members of the public to shelter in place and access the meeting online using the web-video communication application, Zoom. Zoom participants will have the opportunity to speak during Public Comment.

If you are submitting public comment via email, please do so by 1:00 p.m. on Monday, June 22, 2020 to frontdesk@lavta.org. Please include “Public Comment 6/22/2020” and the agenda item to which your comment applies in the subject line. In the body of the email please include your name. Public comments submitted will be read during Public Comment and will be subject to the regular three-minute time restriction.

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

It is recommended that anyone wishing to participate in the meeting complete the download process before the start of the meeting.

There will be zero tolerance for any person addressing the Board making profane, offensive and disruptive remarks, or engaging in loud, boisterous, or other disorderly conduct, that disrupts the orderly conduct of the public meeting.

How to listen and view meeting video:

- From a PC, Mac, iPad, iPhone or Android device click the link below:

<https://zoom.us/j/85868238171>

Password: PS1362Mtg

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

Dial: 1 (669) 900-6833

Webinar ID: 858 6823 8171

Password: 622062

To comment by video conference, click the “Raise Your Hand” button to request to speak when Public Comment is being taken. You will then be unmuted when it is your turn to make your comment for up to 3 minutes. After the allotted time, you will be muted.

- Livestream online at: [Livermore Amador Valley Transit Authority YouTube Channel](#)

No option to make Public Comment on YouTube live stream.

How to listen only to the meeting:

- For audio access to the meeting by telephone, use the dial-in information below:

Dial: 1 (669) 900-6833

Webinar ID: 858 6823 8171

Password: 622062

*Please note to submit public comment via telephone dial *9 on your dial pad. The meeting’s host will be informed that you would like to speak. If you are chosen, you will be notified that your request has been approved and you will be allowed to speak. You will then be unmuted when it is your turn to make your comment for up to 3 minutes. After the allotted time, you will be muted.*

To submit written comments:

- Provide public written comments prior to the meeting by email, to mtree@lavta.org

If you are submitting public comment via email, please do so by 1:00 p.m. on Monday, June 22, 2020 to mtree@lavta.org. Please include “Public Comment 6/22/2020” and the agenda item to which your comment applies in the subject line. In the body of the email please include your name. Public comments submitted will be read during Public Comment and will be subject to the regular three-minute time restriction.

1. Call to Order and Pledge of Allegiance

2. Roll Call of Members

3. Meeting Open to Public

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

4. Minutes of the April 27, 2020 Meeting of the P&S Committee.

Recommendation: Approval

5. Executive Directors Report

Recommendation: None – information only

6. Atlantis Transit Facility – Schematic Design

Recommendation: Staff requests that the Projects & Services Committee recommend the Board of Directors approve Resolution 20-2020, authorizing the Executive Director to execute a Contract Task Order between LAVTA and Kimley-Horn and Associates (KHA) in the amount of \$350,000 to assist with project management services for schematic design of the LAVTA Atlantis Transit Facility.

7. Zero-Emission Bus Study Update

Recommendation: None – information only

8. MV Transportation, Inc. (MV) Payment Agreement

Recommendation: Staff requests that the Projects & Services Committee recommend the Board of Directors authorize the Executive Director to extend the payment agreement with MV on a month-to-month basis until service returns to pre-COVID levels.

9. Preview of Upcoming P&S Committee Agenda Items

10. Matters Initiated by Committee Members

11. Next Meeting Date is Scheduled for: July 27, 2020

12. 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.

<i>/s/ Jennifer Suda</i>	<i>6/19/20</i>
<i>LAVTA Administrative Services Department</i>	<i>Date</i>

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 27, 2020 ZOOM TELECONFERENCE
LAVTA PROJECTS AND SERVICES COMMITTEE MEETING

1. Call to Order and Pledge of Allegiance

Committee Vice Chair Karla Brown called the meeting to order at 4:05pm. No Pledge of Allegiance took place. Committee Chair Scott Haggerty stated that due to COVID-19 meetings will not be held on-site at LAVTA, please look for your agenda link.

2. Roll Call of Members

Members Present

Karla Brown, City of Pleasanton
Bob Woerner, City of Livermore
Scott Haggerty, Alameda County
David Haubert, City of Dublin

3. Meeting Open to Public

No comments.

4. Minutes of the February 24, 2020 Meeting of the P&S Committee.

Chair Scott Haggerty requested a roll call vote.

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

5. Update on LAVTA Response to COVID-19

Staff informed the Committee that the staff report provided a summary of what transpired, since March and staff will not go through each bullet point. Staff asked if the Committee has any question about the specifics that are in the staff report. Executive Director Michael Tree informed that staff has been twice as busy and that he appreciates what they've done in responding to COVID-19. Executive Director Michael Tree discussed the service level reductions and that LAVTA has only received a couple of complaints regarding those changes. Executive Director Michael Tree noted how LAVTA is trying to protect the drivers and passengers by ensuring social distancing on Wheels buses, during COVID-19. Executive Director Michael Tree stated that LAVTA plans to revisit the Emergency Policy in the future.

The item was discussed by the Committee Members and staff. Chair Scott Haggerty asked how close LAVTA is to a weekend schedule. Staff informed that LAVTA is already on a weekend schedule.

Executive Director Michael Tree closed out the staff report by stating that our Director of Finance Tamara Edwards is watching closely what COVID-19 has done to the economy

and bus system, as well as how the CARES Act can assist the agency. LAVTA is also talking about recovery and what that looks like with keeping social distancing. Executive Director Michael Tree explained that it is difficult to predict how COVID-19 will ultimately impact the system. Director of Finance Tamara Edwards informed that LAVTA submitted the CARES Act application and should receive 3.5 million and the second distribution of funding between one and two million, but the numbers have not been finalized. The funds can be used for COVID-19 related expenses, including operations going back to January 20, 2020. Director of Finance Tamara Edwards also stated that for FY20 MTC is estimating a 15% decrease in sales tax based revenues and that includes TDA and STA and based on decrease of 90% in 4th Quarter in tax based sales. For next year MTC is estimating the same 15% decrease in sales tax based revenues. For LAVTA's budget Director of Finance Tamara Edwards will use these decreases also for the Measure B and BB funds, since they are also sales tax based. LAVTA is in a good place financially to handle this economic downturn, due to reserves. FY20 is based on keeping the revenue hours the same, but how they will be distributed is not known and there may be a mid-year budget revision.

The item was discussed by the Committee Members and staff.

This was informational only.

6. Contract Amendment with MV, Inc.

Executive Director Michael Tree introduced and welcomed on-board Director of Operations and Innovation Toan Tran to the Projects and Services Committee. Staff provided a brief background of the contract with MV Transportation, Inc. Staff noted the decrease of ridership and that LAVTA reduced the service level about sixty percent. In an effort to maintain a state of readiness LAVTA and MV Transportation, Inc. reached an agreement to provide financial assistance to operators that are available to drive, but don't have a work assignment. In order for drivers to receive the assistance a driver must show up for work. The current agreement is from March 16, 2020 to May 3, 2020 and was based on the current shelter in place order. LAVTA would like to extend the agreement to June 30, 2020 to finish the fiscal year, since the shelter in place order is being extended. Staff informed that the cumulative financial impact is projected to be under \$100,000, which is within the Executive Director's authority. In the event that this arrangement goes past June 30, 2020, staff will bring the item back for approval.

This was informational only.

7. Contract Amendment with MTM

Staff provided a brief background on the Medical Transportation Management (MTM) contract to provide paratransit service for LAVTA. The contract is structured differently using subcontractors. Staff informed that MTM normally has twelve drivers and based on demand they currently need four on a daily basis. Staff explained that three additional drivers have enrolled in the Meals on Wheels program. The other five drivers are not working due to personal reasons or they are in the vulnerable age group for COVID-19. Staff explained that the supplemental payment of \$26,500 is only for the fixed cost to ensure no layoffs during this time period. The cumulative impact is under \$100,000, which is within the Executive Director's authority. In the event this goes beyond June 30, 2020, staff will bring the item back for approval.

Chair Scott Haggerty informed Executive Director Michael Tree that he may want to keep a list of all these things LAVTA is doing and bring it back to the Board as a final report to state what LAVTA did.

This was informational only.

8. Executive Directors Report

Executive Director Michael Tree highlighted Meals on Wheels, capital projects, Wheels Bus Stop Sign Project. Executive Director Michael Tree noted that the Pleasanton BRT Corridor Enhancement Project is currently on hold. Executive Director Michael explained that LAVTA is waiting on the County of Alameda and the state gave approval to continue moving forward with the first floor being a convertible concept for the Dublin Parking Garage Project. Executive Director Michael informed that staff has been working hard on the Shared Autonomous Vehicle Project and that when the travel restrictions are lifted Transdev will start working on mapping, so testing can get started. Executive Director Michael Tree also informed that the Short and Long Range Plans are currently on hold until fall due to COVID-19.

The item was discussed by the Committee Members and staff. Committee Member Bob Woerner asked how morale is at LAVTA. Executive Director Michael Tree gave an update on company morale and Director of Finance Tamara Edwards updated the Committee on bus system patron issues where LAVTA has called the police department for assistance.

This was informational only

9. Matters Initiated by Committee Members

10. Next Meeting Date is Scheduled for: May 25, 2020

11. Adjourn

Meeting adjourned at 4:34pm.

AGENDA

ITEM 5



EXECUTIVE DIRECTOR'S REPORT

June 2020

COVID-19 Pandemic and Wheels Ridership

Regarding the fixed route system, the lowest ridership average during the pandemic has been 660 rides/day in April. We have been slowly trending upwards and second week of June the ridership average was 1,000 rides/day. The lowest ridership average on paratransit is 30 rides/day, also during April. During the second week of June on paratransit the average was 40 rides/day. Staff continues to monitor and make adjustments to health and safety issues on the Wheels system, in addition to participating on the Blue Ribbon Task Force.

Transit Signal Priority Upgrade and Expansion Project

This project will upgrade 67 intersections on the 10R and 30R Rapid routes and 24 Rapid buses with an improved and more reliable GPS-based signal-priority system. Installation of intersection equipment is complete in all three cities (photo shows the new GPS radio antennas that have been installed, this example is on Santa Rita at Mohr Avenue in Pleasanton that will serve the 10R). Currently LAVTA is working with the vendor and each of the cities to verify all software and hardware requirements of the system have been met to establish communications between the intersections and LAVTA's back-office management system, which will eventually be able to report real-time operating data including TSP requests back to LAVTA from each intersection. Once all equipment is installed and configured, the system will be ready for final testing and acceptance.



Pleasanton BRT Corridor Enhancement Project (Rapid Bus Stops on Santa Rita)

Staff has been procuring needed equipment based on the final plans and specifications, including shelters, Rapid signage, real-time passenger information signs, and other amenities. LAVTA has executed the construction contract documents and is proceeding with pre-construction activities with the contractor, with work expected to begin this summer in accordance with guidance from Alameda County Public Health officials concerning outdoor construction activities.

Dublin Parking Garage Project

Alameda County staff is continuing with schematic design work with a county-funded consultant to complete the bridging documents needed to issue the design-build RFP, expected to be released this summer. LAVTA received the final Program Supplement and required Scope of Work from Caltrans in late May, including what design features will be required of LAVTA and the County as a condition of receiving state funding. Alameda County and LAVTA have both approved and are in the process of executing the funding agreement between the two agencies governing use of the state TIRCP funds to complete the project.

Shared Autonomous Vehicle Project

EasyMile and Transdev were onsite the week of June 15th to the address NHTSA's additional requirements, which include: installation of seatbelts, software updates, enhanced warning signs, and additional operator training. SafeFleet was also onsite to install the video surveillance system, which includes six internally and externally facing cameras. Digital mapping of the route has been completed and official testing scheduled for the week of June 22nd.



ATTM Cell Site Installation

ATTM has begun the installation of the cell-site on LAVTA property at Rutan. The cell-site rent will provide LAVTA \$46,356/year.

Zero Emission Bus Fleet Study

The Center for Transportation and the Environment (CTE) is in the initial stages of the zero-emissions fleet study for LAVTA. Staff anticipates that CTE will introduce the project and project timeline at the June 2020 P&S Committee. The study is being done under direction from the LAVTA Board of Directors and State of California to plan for a zero-emission technology on the Wheels fleet.

Projects Being Initiated in June and July

The following projects are due to begin during the next 45 days at the agency:

- Removal of Rapid signage and amenities at stops in and around Stoneridge Mall. These stops are either no longer in use or have been converted to regular Wheels stops that are consistent with other Wheels stops on the Route 3.
- Update and certification of the automatic passenger counter system in an effort to have cleaner data that can be used for the National Transportation Database, and so riders retrieve more accurate information in real time on passenger loads of buses.
- Livermore Transit Center rehabilitation project will include painting of the transit center canopy, installation of new furniture, and other improvements. This project is funded by a \$436,000 FTA grant.



LAVTA's Future Operations, Maintenance and Administration Campus in the Oaks Business Park

Staff has hired Kimley-Horn and has been working diligently on the conceptual planning for the maintenance facility and operations/administrative facility in Livermore at the Oaks Business Park. Kimley-Horn will present work performed thus far and timelines of the project at the June 2020 P&S Committee meeting.

AGENDA

ITEM 6



S T A F F R E P O R T

SUBJECT: Atlantis Transit Facility – Schematic Design
FROM: Toan Tran, Director of Operations and Innovation
DATE: June 22, 2020

Action Requested

Staff requests that the Projects & Services Committee recommend the Board of Directors approve Resolution 20-2020, authorizing the Executive Director to execute a Contract Task Order between LAVTA and Kimley-Horn and Associates (KHA) to assist with project management services for schematic design of the LAVTA Atlantis Transit Facility.

Background

In 2006, LAVTA purchased the Atlantis Transit Facility located in the Oaks Business Park. Conceptual design was developed in 2008 but due to the recession, the project was put on hold. The bus wash and fueling facilities were constructed in 2013 but no other major activities have taken place since.

Discussion

With the hint that there could be potential stimulus funding made available in the near future and Alameda County Transportation Commission (ACTC) including this project in its 10-year priority list, staff has taken the plan off the shelf and begun work with Kimley-Horn and Associates on the initial phase. The initial phase consists of planning and concept design. The result of the initial phase will be a LAVTA decision for the proposed site layout, components and general site specifications required to use as a basis for continuing with the design in the next phase.

Phase 2, which is the schematic design phase, will include in-depth services from site civil, building architecture, landscape architecture, site lighting, utilities, structural engineering, electrical as well as mechanical. The documents produced will guide and bridge the design between the current conceptual phase and forthcoming construction/design-build phase.

Fiscal Impact

This phase of the project is included in the fiscal year 2020-21 approved capital budget.

Recommendation

Staff requests that the Projects & Services Committee recommend the Board of Directors approve Resolution 20-2020, authorizing the Executive Director to execute a Contract Task Order between LAVTA and Kimley-Horn and Associates (KHA) in the amount of \$350,000 to

assist with project management services for schematic design of the LAVTA Atlantis Transit Facility.

Attachments

1. Resolution 20-2020

RESOLUTION NO. 20-2020

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE CONTRACT
TASK ORDER 4 WITH KIMLEY-HORN AND ASSOCIATES TO ASSIST WITH
MANAGEMENT SERVICES FOR SCHEMATIC DESIGN OF THE ATLANTIS
TRANSIT FACILITY**

WHEREAS, the Livermore Amador Valley Transit Authority (LAVTA) purchased the Atlantis Transit Facility located in the Oaks Business Park; and

WHEREAS, the bus wash and fueling facilities were constructed in 2013; and

WHEREAS, with potential stimulus funding being made available in the near future and Alameda County Transportation Commission including this project on its 10-year priority list, staff has taken the plan off the shelf and begun work with Kimley-Horn and Associates on the initial phase; and

WHEREAS, the result of the initial phase will be a LAVTA decision for the proposed site layout, components and general site specifications required to use as a basis for continuing with the design in the next phase.; and

WHEREAS, phase 2, which is the schematic design phase, will include in-depth services from site civil, building architecture, landscape architecture, site lighting, utilities, structural engineering, electrical as well as mechanical; and

WHEREAS, the documents produced will guide and bridge the design between the current conceptual phase and forthcoming construction/design-build phase

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 contract task order #4 with Kimley-Horn and Associates in the amount of up to \$350,000 to assist with management services for schematic design of the Atlantis Transit Facility.

PASSED AND ADOPTED by the governing body of the Livermore Amador Valley Transit Authority (LAVTA) this 6th day of July 2020.

BY _____
Bob Woerner, Chair

ATTEST _____
Michael Tree, Executive Director

AGENDA

ITEM 7



S T A F F R E P O R T

SUBJECT: Zero-Emission Bus Study Update
FROM: Toan Tran, Director of Operations and Innovation
DATE: June 22, 2020

Action Requested

None – information only

Background

In December 2018, the California Air Resources Board (CARB) approved an Innovative Clean Transit Rule requiring the state’s public transit agencies to:

1. Transition to all zero-emission bus purchases by 2030; and
2. Submit a board-approved Zero-Emission Bus (ZEB) Rollout Plan to CARB with specific required components by July 1, 2023.

Under the new regulation, CARB will require LAVTA’s new bus purchases to be a minimum of 25% ZEBs beginning in 2026 and ramping up to 100% of future bus purchases in 2029, with the goal of transitioning the state’s entire transit fleet to 100% ZEBs by 2040.

In July 2019, the Board of Directors authorized the Executive Director to execute a task order with the Center for Transportation and the Environment (CTE) to perform a ZEB study. The goal of the study is to develop a transition plan outlining the capital projects required to fully electrify the fleet in accordance with the CARB Innovative Clean Transit Rule and LAVTA’s local priorities. The study is currently underway and is expected to be completed by the end of 2020.

Discussion

The team from CTE will make a presentation to the Committee.

Recommendation

None – information only

Attachments

1. LAVTA ZEB Transition Study Presentation



LAVTA ZEB Transition Study

June 22, 2020

Steve Clermont, Director of Planning & Deployment

Savannah Gupton,
Managing Consultant

Niki Rinaldi El-Abd,
Associate



About CTE

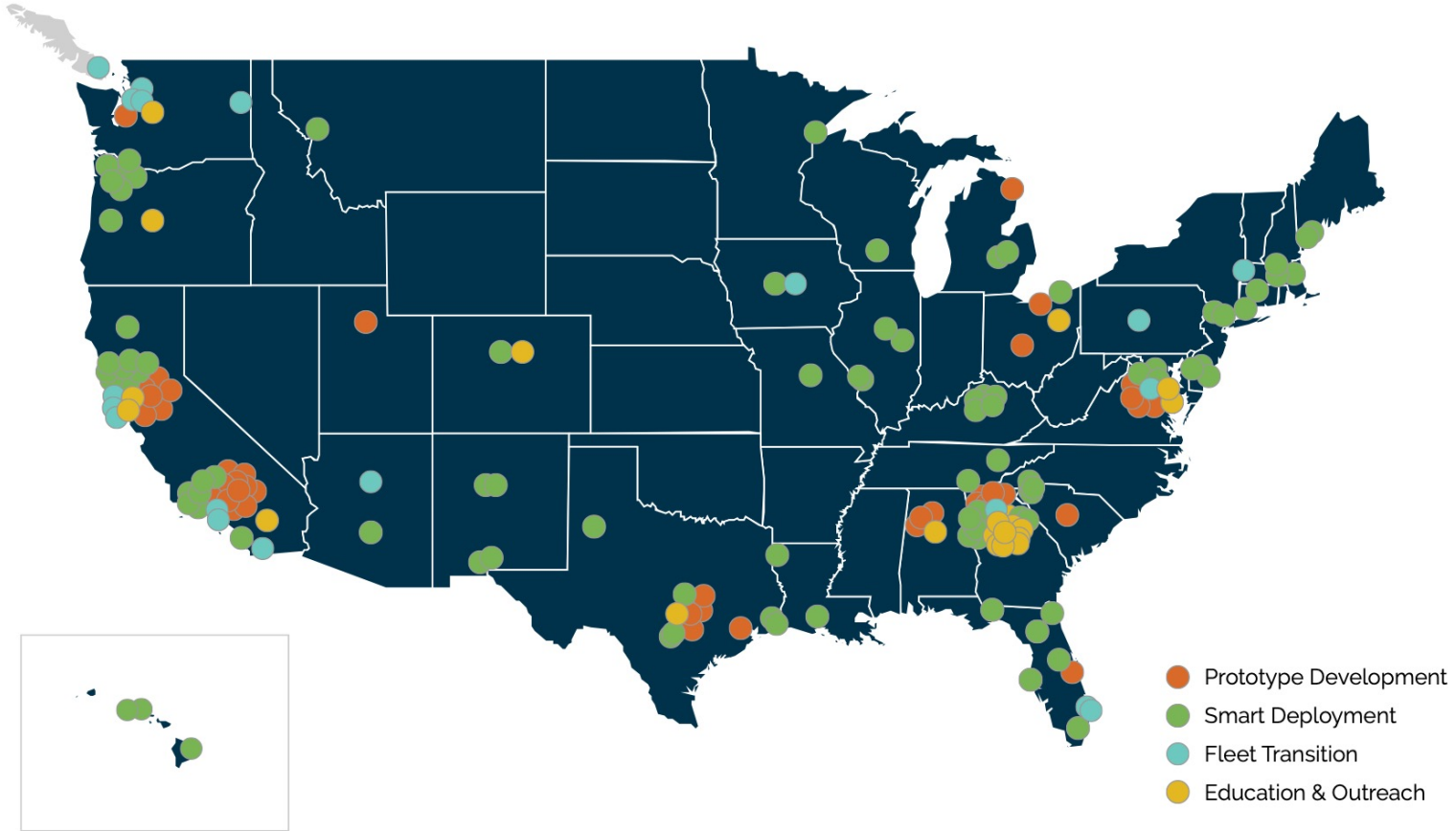
Mission: To advance clean, sustainable, innovative transportation and energy technologies

- Non-profit, independent resource for operators and stakeholders
- National presence – Atlanta, Berkley, Los Angeles, St. Paul
- Portfolio: \$450m+ research, demonstration & deployment sponsored by DOT, DOD, DOE, DOI, FRA, EPA, NASA,

Our ZEB Services

- ZEB Feasibility & Fleet Transition Strategies – 18 ZEB Transition Studies to date & 1 CARB ICT Rollout Plan to be board approved next week
- Requirements Analysis and Technology Assessment
- Grant Writing
- Technical Specifications and Procurement Evaluation
- Production Oversight, Buy America Audits, & QA/QC Inspections
- Deployment Project Management and Technical Assistance
- Performance Monitoring and Benefits Analysis

CTE Zero Emission Bus (ZEB) Projects





CTE Project Team



Steve Clermont

Director of Planning &
Deployment

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404-606-3498



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Managing
Consultant

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678-315-5838

Presentation Overview

- CARB ICT Requirements
- Fleet Transition Assessment
- Define Project Plan and Deliverables



CARB Innovative Clean Transit Regulation

100% ZEB Fleet by 2040 is not a mandate, but a goal

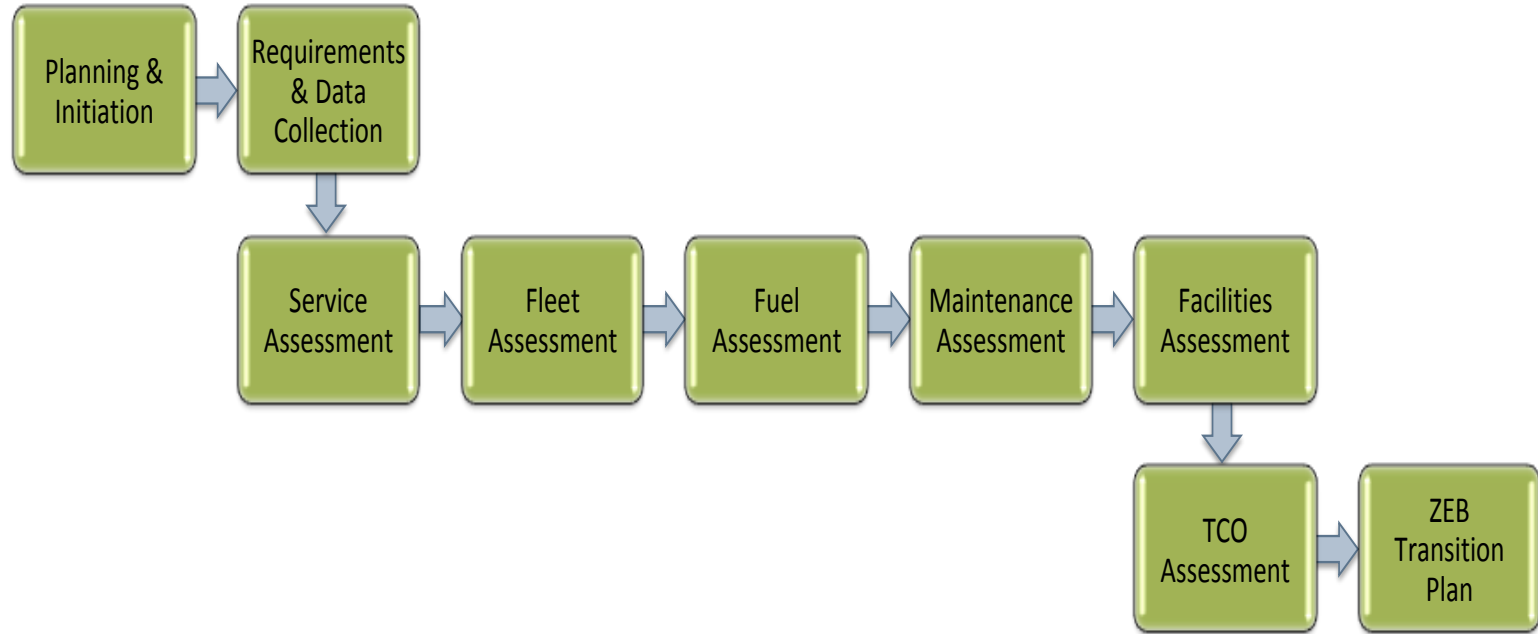
There is only a *purchasing* mandate:

ZEB Purchase Requirements

Starting January 1	ZEB Percentage of Total New Bus Purchases
2026	25%
2027	25%
2028	25%
2029	100%

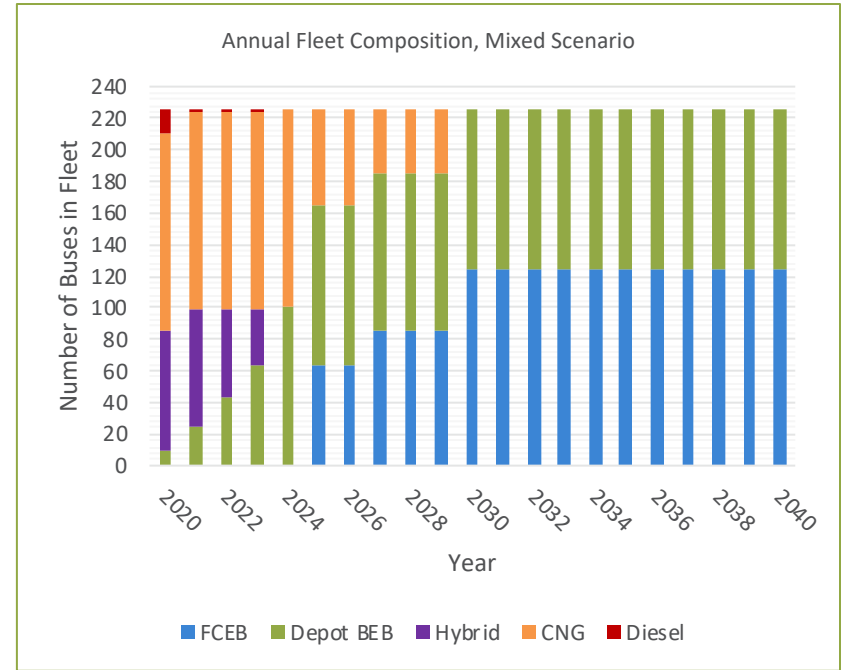
- Small CA Transit Agencies (<100 buses) are required to submit a board-approved ZEB Rollout Plan by **July 1, 2023**.
- Agencies may request exemption from ZEB purchase requirements
- Cutaway buses, motor coaches, and articulated buses will be excluded until January 1, 2026 or the applicable bus type has passed and obtained a Altoona bus testing report

ZEB Transition Methodology



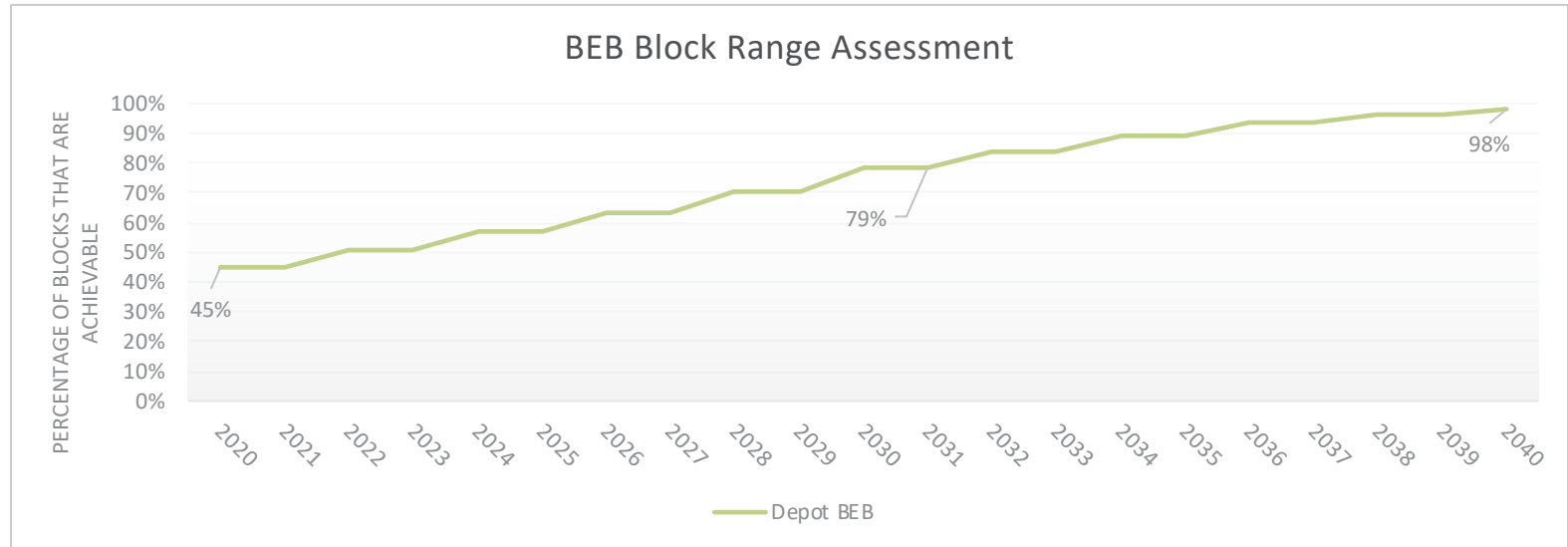
ZEB Transition Methodology

- Scenarios Modeled
 - Baseline - No ZEB purchasing requirements
 - All BEB Fleet inclusive of on-route and depot charging
 - BEB depot or division charging and FCEB Fleet
 - All FCEB Fleet



Project Deliverables

- CARB ICT Rollout Plan
 - Indicates high level plan for compliance with ICT regulations
- ZEB Transition Master Plan
 - Describes all considered scenarios in great detail inclusive of methodology and industry assumptions



CARB ICT Rollout Plan

ZEB Rollout Plans must include:

- A goal of full transition to zero-emission buses by 2040
- Avoids early retirement of conventional ICE buses
- Identification of the types of zero-emission bus technologies
- A purchasing schedule
- A schedule and location details for ZEB facilities and infrastructure operations
- Disadvantaged Communities Service Plan
- Training plan and schedule for ZEB operators, maintenance and repair staff
- Identification of potential funding sources



Questions



AGENDA

ITEM 8



STAFF REPORT

SUBJECT: MV Transportation, Inc. (MV) Payment Agreement

FROM: Toan Tran, Director of Operations and Innovation

DATE: June 22, 2020

Action Requested

Staff requests that the Projects & Services Committee recommend the Board of Directors approve Resolution 21-2020 (Attachment 1), authorizing the Executive Director to extend the payment agreement with MV Transportation on a month-to-month basis until service returns to pre-COVID levels, or when the agency reaches a stable level of service.

Background

In 2018, the Board of Directors awarded the fixed-route operations and maintenance contract to MV Transportation, Inc. The contract includes a three-year base term and four additional one-year terms. The pricing structure is based on a 2-tier formula. Tier 1 consists of the variable cost, which will fluctuate commensurate to the service level. Variable cost includes wages and benefits for operators and maintenance parts. Tier 2 consists of the monthly fixed cost, which mainly comprises of: wages and benefits for mechanics, utility workers, facility services maintenance workers, and administrative staff, insurance expenses, uniform expenses, and training expenses.

Similar to most public transit systems across the country, LAVTA has experienced a drastic decline in ridership due to the COVID-19 pandemic. Fixed-route service level has been reduced by approximately 60 percent as a result. In an effort to retain readiness for operations and maintenance activities, LAVTA and MV reached a short-term agreement to allow operators that are available but not driving to receive financial assistance during the pandemic. LAVTA will cover the salaries of these operators while MV will assist with the benefits. Please note all operators work their normal bid hours, pre-COVID. Operators without driving assignments are attending the multiple training sessions being offered on site. These sessions focus on customer service, wheelchair securements, and electronic components (i.e. mobile data terminal (MDT), farebox, etc.). In addition to training, these operators are inspecting and cleaning bus shelters, stocking face coverings for drivers and riders, and running the buses to keep the fleet in ready position. The current agreement is from March 16, 2020 to June 30, 2020.

Discussion

With the Shelter-in-Place order still in effect and the timeline for school reopening an unknown, staff will work with MV to extend the payment agreement to keep the operators employed and available on a continues basis. As staff reported at the April 2020 Projects & Services

Committee meeting, in the event there is a need to extend the agreement past June 30, staff will bring the item back for approval.

Recommendation

Staff requests that the Projects & Services Committee recommend the Board of Directors authorize the Executive Director to extend the payment agreement with MV on a month-to-month basis until service returns to pre-COVID levels.

Attachments

1. Resolution 21-2020
2. MV Payment Agreement – Current

RESOLUTION NO. 21-2020

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
AUTHORIZING THE EXECUTIVE DIRECTOR TO EXTEND THE PAYMENT
AGREEMENT WITH MV TRANSPORTATION, INC. ON A MONTH-TO-
MONTH BASIS**

WHEREAS, the Livermore Amador Valley Transit Authority (LAVTA) has experienced a drastic decline in ridership due to the COVID-19 pandemic; and

WHEREAS, fixed-route service levels have been reduced by approximately 60 percent as a result; and

WHEREAS, in an effort to retain readiness for operations and maintenance activities, LAVTA and MV reached a short-term agreement to allow operators that are available but not driving to receive financial assistance during the pandemic; and

WHEREAS, LAVTA will cover the salaries of these operators while MV Transportation, Inc. (MV) will assist with the benefits; and

WHEREAS, the current agreement is from March 16, 2020 to June 30, 2020; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Livermore Amador Valley Transit Authority that the Executive Director is authorized to extend the current payment agreement with MV on a month-to-month basis until service levels stabilize.

PASSED AND ADOPTED by the governing body of the Livermore Amador Valley Transit Authority (LAVTA) this 6th day of July 2020.

BY _____
Bob Woerner, Chair

ATTEST _____
Michael Tree, Executive Director

AGENDA

ITEM 9



LAVTA COMMITTEE ITEMS - July 2020 - November 2020

Projects & Services Committee

	Action	Info
July		
Minutes	X	
*Typically July committee meetings are cancelled		
August		
Minutes	X	
September		
Minutes	X	
DAR Customer Satisfaction Survey		X
Passenger Surveys	X	
October		
Minutes	X	
Winter Service Changes (effective February)	X	
SAV Updates		X
November		
Minutes	X	
SAV Updates		X