

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

PROJECTS and SERVICES COMMITTEE MEETING / COMMITTEE OF THE WHOLE AGENDA

October 26, 2020

COMMITTEE MEMBERS

SCOTT HAGGERTY – CHAIR
KARLA BROWN

DAVID HAUBERT – 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

OCTOBER 26, 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June 18, 2020), the Health Officer of Alameda County issued an Order that will continue to be in effect until it is rescinded, superseded, or amended in writing by the Health Officer.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, October 26, 2020 to frontdesk@lavta.org. Please include “Public Comment 10/26/2020” 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 Committee making profane, offensive and disruptive remarks, or engaging in loud, boisterous, or other disorderly conduct, that disrupts the orderly conduct of the public meeting.

How to listen and view meeting video:

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

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

Passcode: 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

Passcode: 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

Passcode: 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 frontdesk@lavta.org

If you are submitting public comment via email, please do so by 1:00 p.m. on Monday, October 26, 2020 to frontdesk@lavta.org. Please include “Public Comment 10/26/2020” 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 August 24, 2020 Meeting of the P&S Committee.

Recommendation: Approval

5. Revised Resolution in Support of Participation in the Metropolitan Transportation Commission's Clipper START! Pilot Program

Recommendation: Staff recommends the Board of Directors authorize the Executive Director to provide the Metropolitan Transportation Commission (MTC) with a revised resolution indicating LAVTA's desire to participate in MTC's Clipper START! pilot program.

6. Executive Directors Report

Recommendation: None – information only

7. Preview of Upcoming P&S Committee Agenda Items

8. Matters Initiated by Committee Members

9. Next Meeting Date is Scheduled for: November 23, 2020

10. Adjourn

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

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

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

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

Executive Director

Livermore Amador Valley Transit Authority

1362 Rutan Court, Suite 100

Livermore, CA 94551

Fax: 925.443.1375

Email : frontdesk@lavta.org

AGENDA

ITEM 4



MINUTES OF THE AUGUST 25, 2020 ZOOM TELECONFERENCE
LAVTA PROJECTS AND SERVICES COMMITTEE MEETING

1. Call to Order and Pledge of Allegiance

Committee Chair Scott Haggerty called the meeting to order at 4:02pm.

Committee Chair Scott Haggerty welcomed everyone to the Projects and Services Committee Meeting and stated that there is a COVID-19 advisory and immediate procedures that can be found on the first page of the agenda.

Chair Scott Haggerty dispensed the Pledge of Allegiance, due to this being a Zoom teleconference meeting.

[David Haubert, from City of Dublin, arrived during Call to Order.]

2. Roll Call of Members

Members Present

Bob Woerner, City of Livermore

Karla Brown, City of Pleasanton

Scott Haggerty, Alameda County

David Haubert, City of Dublin (arrived at 4:03pm)

3. Meeting Open to Public

No comments.

4. Minutes of the June 22, 2020 Meeting of the P&S Committee.

Approved: Woerner/Brown

Aye: Brown, Haggerty, Haubert, Woerner

No: None

Abstain: None

Absent: None

5. Bay Area Healthy Transit Plan

Executive Director Michael Tree provided the Riding Together Bay Area Healthy Transit Plan to the Projects and Services Committee and informed that collectively Bay Area Transit Agencies have been meeting weekly creating this plan.

Executive Director Michael Tree explained that all transit agencies want health and safety standards throughout the transit system in the Bay Area so that it is consistent. Executive Director Michael Tree noted that page 16 and 17 of the publication summarizes what these standards are from both the customer perspective and a transit agency employee perspective. The Resolution identifies the commitment that LAVTA is making with other Transit Agencies. Executive Director Michael Tree provided an attachment on how LAVTA is applying the minimum standards at our agency and discussed how LAVTA is going over and

beyond the minimum standards. Currently LAVTA is using fogging machines at night on buses, provided operators tool kits with disinfectant, and we are currently fare free to limit virus exposure. Executive Director Michael Tree informed that LAVTA will report data through a dashboard once a month that will be given to the Blue Ribbon Task Force and the public to show how we are doing with the minimum standards. Executive Director Michael Tree also stated that the Director of Planning and Marketing plans to communicate with the public and our customers about these standards and what the expectations are of the bus system. Executive Director Michael Tree highlighted that buses are disinfected daily, hand sanitizer is available on buses and at the Transit Center. LAVTA buses have a germ guard protective barrier to protect the bus operator (LAVTA is working on a more permanent solution). LAVTA is also working on vehicle ventilation with the manufacturer and they recommend not going over a merv 7 rated filter, but the manufacturer is still testing filters to see if there are any others they might recommend. Lastly, Executive Director Michael Tree stated that LAVTA worked with Transit App so patrons could not only see the bus in real-time, but can also see if the bus is full or partially full with passengers.

The item was discussed by the Committee Members and staff. Chair Scott Haggerty recommended LAVTA do a 30 second Public Service Announcement (PSA) showing driver's wearing masks, the fogging machine, daily wipe downs, and any safety measures LAVTA is utilizing. Chair Scott Haggerty stated that the PSA is important, since it will assist LAVTA by showing the Tri-Valley we are committed and will help us achieve riders again. Committee Member Brown requested LAVTA to also do print marketing in The Independent or the Pleasanton Weekly to raise awareness in the public that we have clean buses that are being wiped down. Committee Member Brown also recommended social media outreach.

The Projects and Services Committee forwarded a recommendation to the Board of Directors to approve Resolution 26-2020, a resolution endorsing Riding Together: Bay Area Healthy Transit Plan as a baseline set of measures that LAVTA and other Bay Area transit agencies will implement to ensure the health of transit riders and workers during the COVID-19 pandemic.

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

6. Executive Directors Report

Executive Director Michael Tree provided the Executive Director's Report to the Projects and Services Committee. Executive Director Michael Tree stated that when school started it is being conducted through distance learning and that LAVTA saw a small decrease in weekday ridership. Fixed Route ridership is just under 1300 passengers a day and Paratransit is about 40 passengers a day. LAVTA does not expect to see a big ridership increase in the short term during the Shelter-in-Place order.

Executive Director Michael Tree provided brief updates on a few projects LAVTA is working on. The Transit Signal Priority Upgrade and Expansion Project has everything installed, but communication issues with the various systems is currently being worked on. All the equipment is in for the Pleasanton BRT Corridor Enhancement Project (Rapid Bus Stops on Santa Rita) and LAVTA's notice to proceed has been issued, so LAVTA's worst case scenario is the project would wind down about mid-December. Executive Director Michael Tree pointed out that the Measure B funding signage is also posted along the Santa Rita corridor and that LAVTA is working with an artist on a conceptual design. Executive Director Michael Tree informed that a convertibility plan was turned in to the State of California for the Dublin Parking Garage Project, but LAVTA has not heard back from them and will follow-up. The County has an RFP out to bring on board the design build contractor to hopefully have "shovels in the ground" for the Dublin Parking Garage by the end of the calendar year. Further information on the Zero Emission Bus Study will be provided at the next Committee meeting. Executive Director Michael Tree explained that there are not many trips being taken on Go Tri-Valley due to the Shelter-in-Place order. Executive Director Michael Tree noted that the Shared Autonomous Vehicle (SAV) Project is moving along smoothly and that LAVTA hopes to have it in revenue service or at least having public ridership at some point in September. Anything related to the SAV Project LAVTA will keep the Committee posted on and will make a splash in the media.

The item was discussed by the Committee Members and staff. Committee Member Brown asked if LAVTA is keeping in touch with schools in Dublin, Livermore, and Pleasanton to see when we will receive ridership again and noted that Pleasanton will have a hybrid model soon. Staff explained that LAVTA could provide the same level of service as last year, but that would not provide for social distancing. LAVTA does not have enough vehicles to provide the level of service that would be needed to have 12 students per bus at 6ft apart for social distancing, so LAVTA emailed the three Superintendents in April 2020 and informed that they may need to come forward with either more money to supplement our service or utilize a charter service if they wanted to continue at the same level of service.

This was informational only.

7. Preview of Upcoming P&S Committee Agenda Items

8. Matters Initiated by Committee Members

None.

9. Next Meeting Date is Scheduled for: September 28, 2020

10. Adjourn

Meeting adjourned at 4:26pm.

AGENDA

ITEM 5



STAFF REPORT

SUBJECT: Revised Resolution in Support of Participation in the Metropolitan Transportation Commission's Clipper START! Pilot Program

FROM: Michael Tree, Executive Director

DATE: October 26, 2020

Action Requested

Staff recommends the Board of Directors authorize the Executive Director to provide the Metropolitan Transportation Commission (MTC) with a revised resolution indicating LAVTA's desire to participate in MTC's Clipper START! pilot program.

Background

The Metropolitan Transportation Commission (MTC) has established an 18-month pilot program to offer discounted transit fares to low income individuals. Known as Clipper START!, the program will allow adults who live in the Bay Area and whose annual earnings are up to 200 percent of the federal poverty level to qualify.

Discussion

In July, the Board adopted a resolution authorizing the Executive Director to notify MTC of our desire to participate in this pilot program. Subsequently, MTC has developed a template resolution that they would like all participating agencies to adopt, which is why this revised resolution is being brought before the Board.

Budget

Riders using the Clipper START! card will receive a 20 percent discount on fares. MTC will be using Cares Act funding to reimburse LAVTA for half of that discount, up to \$98,992. The remainder of the discount will be recovered using our Low Carbon Transit Operations Program (LCTOP) funds. We view the program as an opportunity to assist Tri-Valley residents who may be economically challenged in the months ahead.

Recommendation

Staff recommends the Board of Directors authorize the Executive Director to provide the Metropolitan Transportation Commission (MTC) with a revised resolution indicating LAVTA's desire to participate in MTC's Clipper START! pilot program.

Attachments:

1. Resolution 31-2020

RESOLUTION 31-2020

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE LIVERMORE
AMADOR VALLEY TRANSIT AUTHORITY AUTHORIZING
PARTICIPATION IN THE METROPOLITAN TRANSPORTATION
COMMISSION'S CLIPPER START! PILOT PROGRAM**

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

WHEREAS, transit affordability has been highlighted as a regional issue in MTC's Coordinated Plan, Plan Bay Area and other plans; and

WHEREAS, MTC has established the regional framework for the Regional Means-Based Transit Fare Pilot Program to improve transit affordability and access to opportunity for eligible low-income residents; and

WHEREAS, MTC has adopted a regional framework for the program, with participating operators, funding guidelines, and program conditions, pursuant to MTC Resolution No. 4320, Revised, to guide implementation of the Clipper START Pilot Program for the 18-month period spanning Fiscal Year 2020-21 and Fiscal Year 2021-22; and

WHEREAS, MTC used the process and criteria set forth in Attachment A of Resolution No. 4439 to program funds appropriated in the Coronavirus Aid, Relief, and Economic Security (CARES) Act for the expansion of Clipper START Pilot to operators (Cohort 2) beyond the four (Cohort 1) operators as established in Resolution No. 4420; and

WHEREAS, the Livermore Amador Valley Transit Authority (LAVTA) has followed its Board-adopted fare policies and processes to be in compliance with Title VI analysis prior to implementing the Means-Based Fare Program; and

WHEREAS, LAVTA recommends that its Board of Directors authorize a resolution of support for LAVTA to participate in the Regional Means-Based Fare Program (Clipper START), to be funded in part under the Regional Means-Based Fare Program; and

WHEREAS, LAVTA agrees to meet project delivery and obligation deadlines, comply with funding conditions placed on the receipt of funds allocated to the Regional Means-Based Fare Program (Clipper START), and satisfy all other conditions set forth in MTC Resolution No. 4320, Revised, and MTC Resolution No. 4439, and

WHEREAS, LAVTA certifies that the project(s) and purpose(s) for which funds are being requested is in compliance with the requirements of the California Environmental Quality Act (Public Resources Code Section 21000 et seq.), and with the State Environmental Impact Report Guidelines (14 California Code of Regulations Section 1500 et seq.) and if relevant the National Environmental Policy Act (NEPA), 42 USC Section 4-1 et seq. and the applicable regulations thereunder; and

WHEREAS, there is no legal impediment to LAVTA making the funding request; and

WHEREAS, there is no pending or threatened litigation which might in any way adversely affect the ability of LAVTA to deliver the proposed project(s) for which funds are being requested; and

WHEREAS, MTC will reimburse participating operators based on Clipper START ridership actual trips taken and MTC will take programming action to establish the maximum amount for each participating operator; now, therefore, be it

RESOLVED, that LAVTA requests that MTC program funds available under its Clipper START Pilot Program, in the amounts requested for which LAVTA is eligible, which is up to \$98,992; and

RESOLVED, that staff of LAVTA shall forward a copy of this Resolution, and such other information as may be required, to MTC, the Alameda County Transportation Commission (ACTC), and such other agencies as may be appropriate.

APPROVED AND PASSED this 2nd day of November 2020.

Bob Woerner, Chair

ATTEST:

Michael Tree, Executive Director

AGENDA

ITEM 6



EXECUTIVE DIRECTOR'S REPORT

October 2020

Fare Collection Resumed October 1st

As previously noted, we began collecting fares again and resumed front door boarding on October 1. A temporary barrier has been installed to separate the bus operator from boarding passengers. Hand sanitizer dispensers have been installed near the front of every bus. Both weekday and weekend ridership has remained steady, even with fare collection resuming. Our average weekday ridership thus far in October 2020 is 1,382 per day, compared to 1,348 in September of this year. By comparison, our average weekday ridership in October 2019 was 7,852.

APTA Virtual Award Ceremony

APTA held their annual award ceremony in a virtual setting on Wednesday, October 21. We were presented with our Outstanding Public Transportation System of the Year Award. Despite some technical glitches in the broadcast, it was a privilege to represent LAVTA and to be presented with this prestigious award. APTA is hoping to have a rescheduled in-person conference in March 2021 at which we would be recognized again in a more traditional setting. We have already installed decals on all of our buses noting our latest honor as well as our two California Transit Agency of the Year Awards.

Another APTA AdWheel Grand Award!!!

Each year, the American Public Transportation Association (APTA) conducts an AdWheel Awards competition to recognize the marketing and communications efforts of its members. Entries are judged by transit marketing professionals and the top scoring entries in each category receive First Place Awards. First place award winners are then judged a second time for the top honor of AdWheel Grand Award.

As we have previously notified the Board, we received a First Place Award for electronic media (to increase ridership) for our drive time radio ads that run on radio station KKIQ. Valley Link was selected for a First Place Award for electronic media (highlighting transit needs) for the Valley Link Informational Video. In addition, we nominated Gillig for an AdWheel in the educational initiative category for the passenger shelter they designed and installed on Jack London Drive near their facility. That entry was also selected to receive a First Place Award. The Grand Awards are typically presented at the APTA Annual Conference. Because that conference was postponed, the public announcement of the AdWheel Grand Award winners was postponed until the in-person conference in March. However, we have been notified that we will be announced as the Grand Award winner in the Electronic Media category. This is the second year in a row that LAVTA was selected as an AdWheel Grand award winner. We have also been told that our entry of the Gillig bus stop was selected as a Grand Award winner.

ViewPoint Power BI Pilot

LAVTA is currently piloting a new and improved version of ViewPoint, which leverages the business intelligence capabilities of Power BI in order to visualize and analyze fixed-route-related data. Previously the data has always been available in Transit Master and the old ViewPoint but there were many limitations to the reports available and any customizations required the vendor to program. Since the beginning of October, staff has been introduced to

the new application and undergoing training to create various interactive reports to show on-time performance, ridership, and more. Such reports offer advanced analytics of the service in order to proactively identify operational improvements. The pilot is slated to run through December, at which time staff will review and report findings on this tool.

Shared Autonomous Vehicle (SAV) Project

The testing phase of this project has gone well and staff is preparing to shoot a promotional video this week, which will be compiled into a press kit to be distributed to various media outlets. LAVTA plans to offer a promotional period to the public as part of marketing the SAV service.

Zero-Emission Bus Study

The Center for Transportation and the Environment (CTE) is in the process of completing the rest of the zero-emission bus (ZEB) study, including assessments on the infrastructure, maintenance, and total cost of ownership. CTE is scheduled to return in December to provide their final results.

Maintenance Shop Floor Resurfacing Project

A Notice to Proceed was issued to Servicon Systems, Inc. on October 12 for the resurfacing of the maintenance shop floor at the Rutan Facility. Work will commence on October 28 and is expected to be completed by late November.

Pleasanton Corridor Enhancement Project (Rapid Stops on Santa Rita)

Construction is under way on enhancements to 19 stops along the 10R corridor in Pleasanton, with the contractor performing deep excavations to install concrete footings for the new Rapid medallion signs along the corridor and assembling the 10 new shelters to be installed. Work is expected to continue throughout the fall months with completion scheduled for early 2021.

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. All intersection and on-board equipment has been installed and is operational. Earlier this month LAVTA staff received training from the vendor on the operation and maintenance of the new system. Once all testing and configuration is complete the project will be ready for final acceptance.

Dublin Parking Garage Project

Alameda County serves as the Lead Agency on this project in partnership with LAVTA as project sponsor. On August 4, the Alameda County Board of Supervisors authorized issuance of the parking garage construction RFP, which the County expects to advertise later this month. Alameda County staff anticipates County awarding the construction contract in early 2021, with completion by early 2023.

AGENDA

ITEM 7



LAVTA COMMITTEE ITEMS - November 2020 - March 2021

Projects & Services Committee

November

Minutes

Award of Paratransit O&M Contract

Action

Info

X

X

December

Minutes

*Typically December committee meetings are cancelled

Action

Info

X

January

Minutes

DAR Customer Satisfaction Survey

Action

Info

X

X

February

Minutes

Action

Info

X

March

Minutes

Action

Info

X