

STAFF REPORT

SUBJECT: Las Positas College Memorandum of Understanding

FROM: Christy Wegener, Executive Director

DATE: May 6, 2024

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**Action Requested**

Staff requests that the Board of Directors authorize the Executive Director to execute a fourth two-year Memorandum of Understanding (MOU) between LAVTA and the Chabot-Las Positas Community College District for the continuation of the Las Positas College Student Transit Pass Program.

**Background**

In November 2017, the students of Las Positas College approved the Student Mobility Initiative to provide an ongoing funding source for the Las Positas Student Transit Pass Program. In 2018, both the LAVTA Board and the Board of Trustees of the Chabot-Las Positas Community College District approved entering into a two-year Memorandum of Understanding (MOU) to implement the program. The second two-year MOU was approved in 2020, and a third was approved at the end of the Spring 2022 semester. The current MOU expires at the end of May 2024 and must be renewed for a fourth two-year term for the program to continue.

**Discussion**

The Las Positas College Student Transit Pass program has been highly successful in attracting student riders to Wheels and Rapid routes. Both parties have been pleased with the program and desire to enter into another two-year MOU. Currently, approximately 10,000 trips are taken each month on Wheels by Las Positas students and faculty.

The MOU has been updated for this new two-year term and is included as Attachment 1.

**Fiscal Impact**

Under the terms of the Student Mobility Initiative, full-time students pay \$9.00 per term and part time students pay \$8.00 per term as part of their student fees. Under the terms of this MOU renewal, Las Positas will collect and remit those fees to LAVTA within 60 days following the start of each term. It is anticipated that the fee will generate approximately \$175,000 per year depending on full and part time enrollment.

**Recommendation**

The Projects and Services Committee recommends the Board of Directors authorize the Executive Director to execute the fourth two-year Memorandum of Understanding with the Chabot-Las Positas Community College District for the continuation of the Las Positas College Student Transit Pass Program.

**Attachments:**

1. Draft Memorandum of Understanding

## **MEMORANDUM OF UNDERSTANDING**

### **Livermore Amador Valley Transit Authority and Chabot-Las Positas Community College District, Las Positas College**

This Memorandum of Understanding (MOU) for the Las Positas College Student Mobility Initiative is entered between Livermore Amador Valley Transit Authority (LAVTA), a joint powers authority, and the Chabot-Las Positas Community College District, Las Positas College herein "Las Positas College."

#### **RECITALS**

LAVTA provides public transit service within the cities of Dublin, Livermore, Pleasanton, and the immediately adjacent unincorporated areas of Alameda County within its jurisdiction, by offering local, intercity, and interregional express bus services, including service to Las Positas College with connections to the Bay Area Rapid Transit (BART) and Altamont Corridor Express (ACE) trains.

Las Positas College serves approximately 9,000 students providing educational opportunities and support for completing of students' transfer, associate degree, basic skills, career technical education, and retraining goals. Las Positas College recognizes the value of public transportation in meeting sustainability goals and facilitating travel to and from the college.

LAVTA and Las Positas College desire to enter into this MOU to continue implementation of the Las Positas College Student Mobility Initiative passed in 2017, which allows all Las Positas College students the privilege of boarding the Wheels and Rapid fixed route system by presenting approved identification after paying the transportation fee each term upon enrollment. The goal of the MOU is to support Las Positas College's commitment to open access and sustainability as affirmed by the college's mission and values statement. Furthermore, an additional purpose of the MOU is to support LAVTA in providing public transportation to the Tri-Valley communities of Dublin, Livermore, and Pleasanton and the adjacent unincorporated areas of Alameda County.

NOW, THEREFORE, in consideration of the promises herein, the parties agree as follows:

## Las Positas College

1. Las Positas College will provide photo identification cards free of charge to all students upon submission of an admission application and issuance of a student identification number. Lost or stolen identification cards will be reissued free of charge.
2. Las Positas College will provide and affix term-specific stickers on the photo identification cards.
3. Las Positas College students enrolled in six or more units per term will pay a transportation fee of \$9.00 per term. Students enrolled in less than six units per term will pay an \$8.00 fee per term.
4. Las Positas College will assess the transportation fee each term.
5. Las Positas College anticipates collecting approximately \$175,000 in transportation fees annually. The dollar amount is subject to change based on total student enrollment and course registration.
6. Within 60 days of the start of each term (fall, spring and summer), Las Positas College will provide LAVTA with documentation of the number of students enrolled in each category of transportation fee payment (\$9.00 and \$8.00) and will remit to LAVTA the total amount of transportation fees collected for that term.
7. Las Positas College will include public transportation information in the college catalog, class schedule, college orientation, and in a prominent location on the college website.
8. Las Positas College agrees to post, affix, or hang information regarding the availability of LAVTA transportation services on bulletin boards, display cabinets, and other pertinent locations on college property.
9. Las Positas College agrees to allow LAVTA to periodically set-up an informational table at the college to provide information about LAVTA transportation services.

## LAVTA

1. LAVTA will provide access to transportation on all regularly scheduled Wheels and Rapid fixed route buses to students with a valid Las Positas College photo identification card bearing the term-specific sticker.
2. LAVTA bus operators will honor the presentation of a valid Las Positas College photo identification card with term-specific sticker as valid fare payment aboard all Wheels and Rapid fixed routes.
3. LAVTA will afford students the opportunity to present enrollment verification in lieu of a photo identification card to bus operators during the first two weeks of each term while they learn of and obtain a photo identification card with the current sticker.
4. LAVTA agrees to electronically display "Las Positas College" on the marquee or electronic signage on the Wheels and Rapid fixed route buses that travel via Las Positas College.
5. LAVTA agrees to provide access to Wheels and Rapid fixed route bus service during summer, fall, and spring terms with a valid photo identification card bearing a sticker from the current term.
6. LAVTA agrees to provide access to Wheels and Rapid fixed route bus service during winter recess with a valid photo identification card with a term-specific sticker from the immediate preceding fall term or immediate subsequent spring term.
7. LAVTA agrees to provide access to Wheels and Rapid fixed route bus service during college holidays including, but not limited to, Martin Luther King Jr. Day, President's Day, Memorial Day, Independence Day, Labor Day, Veterans Day, Thanksgiving Recess, and Winter Recess.
8. LAVTA agrees to provide Wheels and Rapid fixed route bus service to and from Las Positas College to the Bay Area Rapid Transit (BART) and to the

Livermore Transit Center connecting to the Altamont Corridor Express (ACE) trains.

9. In recognition of the in-kind value of Las Positas College's commitment to promoting student use of Wheels and Rapid bus services as demonstrated in this MOU, LAVTA agrees to also permit Las Positas College faculty and staff access to Wheels and Rapid fixed route bus service upon presentation of a valid college-issued employee photo identification card during the term of this MOU.
10. LAVTA agrees to provide Wheels and Rapid fixed route bus service to and from Las Positas College every 20 minutes during peak hours on business days, subject to availability of funding and other service demands.
11. LAVTA agrees to provide Las Positas College with ridership figures for each term (fall, spring, and summer) within 45 days of the conclusion of the term.

THIS AGREEMENT is executed on the date and year as noted. This agreement shall be effective from May 29, 2024 through May 28, 2026.

**Chabot-Las Positas Community College District, Las Positas College**

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Jonah Nicholas  
Vice Chancellor, Business Services

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Date

**Livermore Amador Valley Transit Authority**

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Christy Wegener  
Executive Director

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Date