

TRI DELTA TRANSIT

Eastern Contra Costa Transit Authority
801 Wilbur Avenue • Antioch, California 94509
Phone 925.754.6622 Fax 925.757.2530

Board of Directors Meeting Agenda

Wednesday October 26th, 2016

4:00pm

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

Available online: www.trideltatransit.com

Please see the last page of this agenda for:

- Public comment guidelines
- Agenda, staff report, and document availability
- Americans with Disabilities Act information
- Anticipated action by the Board of Directors

1. **Call to Order:** Chair Doug Hardcastle

a. **Roll Call**

2. **Pledge of Allegiance**

3. **Public Comment**

While public comments are encouraged and taken very seriously, State law prevents the Board of Directors from discussing items that are not on the meeting agenda. If appropriate, staff will follow up on public comments. Please see Public Comment Guidelines on Page 3 of this agenda.

4. **Chair's Report:** Chair Doug Hardcastle

5. **Consent Calendar (ACTION ITEM):** Minutes, Financial Report, and Marketing Activities Report (*see attachment: tab #1*)

- Minutes of the Board of Directors meeting of August 31st, 2016
- Financial Report
- Marketing Activities Report

Requested Action: Approve items 5a, 5b, and 5c

6. **CEO's Report:** Jeanne Krieg

- Operations Report** (*see attachment: tab #2*)

Board of Directors:

City of Antioch

Wade Harper
Mary Rocha**

City of Brentwood

Gene Clare
Barbara Guise

City of Oakley

Doug Hardcastle*
Kevin Romick

City of Pittsburg

Ben Johnson
Pete Longmire

Contra Costa County

Federal Glover
Mary Piepho

Member-at-Large

Ken Gray

* Chair: FY 2016-17

** Vice-chair: FY 2016-17

**Board of Directors Meeting Agenda
Wednesday October 26th, 2016**

7. ACTION AND DISCUSSION ITEMS

a. DISCUSSION ITEM: Seafood Festival Shuttle

(see attachment: tab #3)

Requested Action: Information only. No action requested.

b. DISCUSSION AND POSSIBLE ACTION ITEM: Antioch Chamber of Commerce Membership

(see attachment: tab #4)

Requested Action: Direct staff on any action to take, if any, regarding Tri Delta Transit's membership in the Antioch Chamber of Commerce.

c. ACTION ITEM: Fixed Route Bus Purchase

(see attachment: tab #5)

Requested Action: Adopt Resolution #161026a authorizing the CEO to execute and deliver a purchase order to Gillig LLC, through County Connection RFP 2012-MA-01, for an amount not to exceed \$3,170,996, which includes a 10% contingency, for the purchase and delivery of five 40' low floor fixed route buses.

d. ACTION ITEM: Appointment of ECCTA's Civil Rights Officer

(see attachment: tab #6)

Requested Action: Adopt Resolution #161026b acknowledging the appointment of Joseph Chappelle as the Eastern Contra Costa Transit Authority Civil Rights Officer effective November 1, 2016.

8. CLOSED SESSION: Conference with Legal Counsel – Anticipated litigation

Significant exposure to litigation pursuant to Government Code section 54956.9(d) (2): (1 Potential Case)

9. RETURN TO OPEN SESSION: Report, if any.

10. Board of Directors Comments

Under this item, Directors are limited to providing information, asking clarifying questions about matters not on the agenda, responding to public comment, referring matters to staff, or requesting a report be made at another meeting.

11. Adjourn

Next Meeting: December 14th – 4:00pm (NOTE: The ECCTA Board of Directors canceled the November 23rd, 2016 meeting and rescheduled the December 28th, 2106 meeting to address holiday schedules)

Public Comment Guidelines:

- Persons requesting to address the ECCTA Board of Directors are requested to complete a Comment Request form and submit it to the clerk. If possible, please submit the form prior to the start of the meeting. At the appropriate time, the ECCTA chair will call on individuals to comment.
- During the public comment agenda item, the public is permitted to address the ECCTA Board of Directors on items that are on the consent calendar or items not on the agenda. Individuals may also make a request for future agenda items. No action or discussion may take place on any item not appearing on the posted agenda.
- If a person wishes to speak on a specific agenda item, the ECCTA chair will call on the individual when the agenda item is being discussed by the Board of Directors.
- Persons addressing the ECCTA Board of Directors are requested to limit their remarks to three (3) minutes unless an extension of time is granted by the chair, subject to approval of the ECCTA Board of Directors.

Agenda, staff report, and document availability:

Copies of all staff reports and documents subject to disclosure that relate to each item of business referred to on the agenda are available for public inspection the Friday before each regularly scheduled Board of Director's meeting at Tri Delta Transit's front desk located at 801 Wilbur Avenue, Antioch, California. Any documents subject to disclosure that are provided to all, or a majority of all, of the members of the Board regarding any item on this agenda after the agenda has been distributed will also be made available for inspection at Tri Delta Transit's front desk at the above referenced address during regular business hours.

Americans with Disabilities Act Information:

In compliance with the Americans with Disabilities Act, the meeting room is wheelchair accessible and disabled parking is available in the Tri Delta Transit parking lot. If you are a person with a disability and you need disability-related modifications or accommodations to participate in this meeting, please contact the CEO's Office at (925) 754-6622 or fax (925) 757-2530. Notification 48 hours prior to the meeting will enable Tri Delta Transit to make reasonable arrangements to ensure accessibility to this meeting. {28 CFR 35.102-35, 104 ADA Title II} Please help us accommodate individuals with EI-MSD and refrain from wearing scented products to this meeting. Please turn off any electronic paging device or cell phone.

Anticipated action by the Board of Directors:

The Board of Directors may take action on any item on the agenda, which action may consist of the recommended action, no action or a related action.

TAB 1

Agenda Item 5a,b,c
Consent Calendar (ACTION ITEM): Minutes, Financial Report, and
Marketing Activities Report

Board of Directors Meeting

Wednesday October 26, 2016

ECCTA Boardroom
801 Wilbur Avenue, Antioch, CA 94509

EASTERN CONTRA COSTA TRANSIT AUTHORITY
Antioch - Brentwood - Pittsburg - Oakley and Contra Costa County

MINUTES

August 31, 2016

The Eastern Contra Costa Transit Authority (ECCTA) meeting was called to order in the ECCTA Board Room, 801 Wilbur Avenue, Antioch, California by Chair Doug Hardcastle at 4:02 P.M.

ROLL CALL / CALL TO ORDER

PRESENT: Gene Clare (Brentwood); Federal Glover (Contra Costa County); Ken Gray (Member-at-Large); Barbara Guise (Brentwood); Wade Harper (Antioch); Ben Johnson (Pittsburg); Michael Daugelli, Alternate for Mary N. Piepho (Contra Costa County); Kevin Romick (Oakley); Mary Rocha (Antioch/Vice Chair); and Doug Hardcastle (Oakley/Chair)

ABSENT: Pete Longmire (Pittsburg)

STAFF: Jeanne Krieg, Chief Executive Officer (CEO)
Steve Ponte, Chief Operating Officer (COO)
Joe Chappelle, Executive Assistant
Ben Stock, Legal Counsel

OTHERS

PRESENT: Susan Hinson, First Transit
Gary Mitchell, First Transit
Hosie Pintily, First Transit

PLEDGE OF ALLEGIANCE

Director Glover led the Pledge of Allegiance.

PUBLIC COMMENT

There were no comments from the public.

CHAIR'S REPORT

Chair Hardcastle had nothing to report.

CONSENT CALENDAR

Director Daugelli requested a correction be made to the minutes of the Board of Directors meeting of July 27, 2016 to reflect that Beyond Antioch was an email address

(beyondantioch@aol.com) instead of a website.

On motion by Director Harper, seconded by Director Romick, ECCTA Boardmembers adopted the Consent Calendar, and the correction to the aforementioned minutes, as shown, which carried by the following vote:

- A. Minutes of the Board of Directors meeting of July 27, 2016
- B. Financial Report
- C. Marketing Activities Report

AYES: Clare, Daugelli, Glover, Gray, Guise, Harper, Johnson, Rocha, Romick, and Hardcastle

NOES: None

ABSTAIN: None

ABSENT: Longmire

CHIEF EXECUTIVE OFFICER'S REPORT

- A. Operations Report

Chief Executive Officer (CEO) Jeanne Krieg informed the Board that their usual recorder – Anita Tucci-Smith – was on vacation and that, in her stead for the meeting, Executive Assistant Joe Chappelle, whom they had met last month, would be taking the minutes.

Ms. Krieg assured the Board that, although she had not been selected as APTA's Vice Chair, she was happy with the process and the results. Further, she planned on remaining active in the organization, as she believes it is an organization that is important and beneficial to the transit industry as well as the agency.

Ms. Krieg asked the Board to fill out a contact information form to ensure that the ECCTA mailing list was up to date.

Ms. Krieg reminded the Board that the new bus scheduling, reflecting faster travel times for the buses due to the completion of the Highway 4 Bypass expansion, would come in effect on Sunday, September 4th.

Noting that the measuring metrics for performance indicators had changed for the new fiscal year, Ms. Krieg reported that some of their reported figures would look different in comparison to the same time of the previous fiscal year. However, all costs and operational parameters were in line and where they were expected to be.

Ms. Krieg updated the Board on the success of the summer youth pass program, the sales of which had exceeded all previous years. A total of 361 wristbands had been sold in 2016, in contrast to the 333 wristbands sold in 2015. She thanked Director Glover, and

other youth outreach programs, in their efforts in making the program a success and expressed the hope of continuing the program in the future.

Ms. Krieg explained that progress continues to be made on the ECCTA facility solar project and that they plan to go to bid as soon as the City of Antioch Planning Commission reviews and approves the system design.

Ms. Krieg then reported that a complication had developed in regards to a zone of land that ECCTA had purchased in 2011. At the time of purchase, the plot of land located at the intersection of Auto Center Drive and 6th Street in Antioch had been zoned appropriately for the construction of a proposed Antioch Park & Ride. ECCTA had additionally received a written concurrence from the City of Antioch, documenting that the construction was appropriate for the plot of land. The plot was purchased at a cost of \$490,000 after it was discovered that — due to the dredging of a nearby creek that had occurred — the land had been contaminated with arsenic. Recently, the City of Antioch began the process of changing the zoning of the plot of land, which would make the land ineligible for the proposed Park & Ride construction. Such an event would force ECCTA to reimburse the federal government a total of \$672,000 and to dispose of the land. As a result of such a significant financial impact, Ms. Krieg had decided to bring the matter to the Board's attention. Directors Harper and Rocha agreed to investigate the matter with the Antioch City Manager. Director Harper additionally requested a copy of the written concurrence from the City of Antioch, and Director Romick requested status updates by email. Ms. Krieg agreed to comply with both requests. Chair Hardcastle permitted the gathering of a special Board meeting for the matter, should the need arise.

Ms. Krieg announced that ECCTA had two job openings: that for Receiving Clerk and that for Bus Mechanic.

Ms. Krieg explained that the ECCTA staff had been preparing for the annual APTA conference, held this year in Los Angeles, California. Director Gray would be representing the Board of Directors at the conference. The conference was expected to have a great deal of discussion around the FTA's new safety and asset management program changes.

Lastly, Ms. Krieg reminded the Board that the Board of Directors meeting in the month of September was cancelled and that the next meeting would be October 26th; a day before the ECCTA tour of the Gillig factory tour, in Hayward, to which all Boardmembers were invited.

ACTION AND DISCUSSION ITEMS

A. Board of Directors Director-at-Large Appointment

Ms. Krieg documented the composition of the ECCTA Board of Directors and explained that, as a Joint Powers Association, each member appoints two individuals to serve on the

ECCTA Board of Directors. Those ten board members then elect an eleventh member to serve as the Director-at-Large. Ms. Krieg referenced the minutes of the Board of Directors meeting, held on September 24th, 2014, that illustrated that the Board of Directors had approved Director Gray's appointment to the Board. During that meeting, the board members expressed an interest at the time in opening up the position to external applicants after the full term of Director Gray had ended. Ms. Krieg reported that that term would be complete this December and asked the Board for clarification on how they wished to handle the matter.

On motion by Director Glover, seconded by Director Johnson, ECCTA Boardmembers approved the appointment of Director Ken Gray as the Director-at-Large of the ECCTA Board of Directors for an additional two years. Director Gray accepted the appointment.

AYES: Clare, Glover, Guise, Harper, Johnson, Rocha, Romick, and Hardcastle
NOES: None
ABSTAIN: Daugelli, Gray
ABSENT: Longmire

B. Biennial Review – Conflict of Interest Code

Ms. Krieg explained that ECCTA had identified that two changes needed to be made to the organization's conflict of interest code: the addition of the Chief Financial Officer and the deletion of the Assistant Director of Maintenance. She requested the board approve the changes.

On motion by Director Johnson, seconded by Director Daugelli, ECCTA Boardmembers adopted Resolution 160831a which approves the proposed changes to ECCTA's list of designated positions on its Conflict of Interest Code, carried by the following vote:

AYES: Clare, Daugelli, Glover, Gray, Guise, Harper, Johnson, Rocha, Romick, and Hardcastle
NOES: None
ABSTAIN: None
ABSENT: Longmire

C. Zero Emission Buses

Ms. Krieg explained that Resolution 160831b was a continuation of a previous discussion regarding the purchase of two electric buses and requested authorization from the Board for said purchase.

On motion by Director Johnson, seconded by Director Romick, ECCTA Boardmembers adopted Resolution 160831b authorizing the CEO to execute and deliver a purchase order to BYD Heavy Industries for an amount not to exceed \$1,896,000, which includes a 10

percent contingency, for the purchase and delivery of two 40-foot low floor electric buses upon FTA grant approval, carried by the following vote:

AYES: Clare, Daugelli, Glover, Gray, Guise, Harper, Johnson, Rocha, Romick, and Hardcastle
NOES: None
ABSTAIN: None
ABSENT: Longmire

D. CEO and Staff Meeting Attendance FY 2016-17

Ms. Krieg reported on the current activities and meetings attended by ECCTA staff, including events with TCRP and TRACS. She requested approval for additional conferences for the Chief Operating Officer and the Director of Administrative Services, as these would provide beneficial information for their ongoing roles.

On motion by Director Johnson, seconded by Director Guise, ECCTA Boardmembers approved the requested additional staff conference attendance, carried by the following vote:

AYES: Clare, Daugelli, Glover, Gray, Guise, Harper, Johnson, Rocha, Romick, and Hardcastle
NOES: None
ABSTAIN: None
ABSENT: Longmire

E. Cost of Living Maintenance Department

Ms. Krieg explained that, although the administrative staff had been budgeted for an increase of pay for the fiscal year, the maintenance staff typically only receives step increases of pay. When they reach the top of those payment steps, no further increase was possible. As they had not received a cost of living increase since before 2014, Ms. Krieg requested approval of a cost of living increase.

On motion by Director Clare, seconded by Director Harper, ECCTA Boardmembers approved a 3 percent cost of living increase for all maintenance employees effective the pay period that includes September 1, 2016, carried by the following vote:

AYES: Clare, Daugelli, Gray, Guise, Harper, Johnson, Rocha, Romick, and Hardcastle
NOES: None
ABSTAIN: None
ABSENT: Longmire, Glover

F. State Transportation Bill

Ms. Krieg informed the Board that she had been requested to bring up a transportation bill for discussion to the Board by Assemblymember Frazier's office. However, despite requesting materials to present to the Board, Ms. Krieg had received nothing from the Assemblymember's office and, as such, had nothing to discuss.

On motion by Director Harper, seconded by Director Johnson, ECCTA Boardmembers approved to table the discussion until such time as the necessary materials for discussion have been received by ECCTA, carried by the following vote:

AYES: Clare, Daugelli, Gray, Guise, Harper, Johnson, Rocha, Romick, and
Hardcastle
NOES: None
ABSTAIN: None
ABSENT: Longmire, Glover

BOARD OF DIRECTORS COMMENTS

Director Harper expressed his enthusiasm and happiness to vote for Director Gray's reappointment as Director-at-Large.

Director Clare seconded Director Harper's sentiment and thanked Director Glover for making the motion to reappoint Director Gray. He then referenced the City of Brentwood's new logo: 'Better in Brentwood,' and reported that the City of Brentwood had started discussions with the Great Wolf Resort, an entertainment corporation. He also wished Chief Executive Officer Jeanne Krieg a happy birthday and joined the Board in congratulating her on becoming a grandmother.

Director Johnson reported that the food truck event in Pittsburg had been a blowout success, drawing upwards of five thousand people and that there would be another event on Friday, September 2, 2016. He also reported that the Pittsburg Seafood Festival would be held on September 10th and 11th and would have boat races and other fun activities. The City would be holding its last car show on September 1st.

Director Rocha reported that the Delta Blues Jazz festival will be held on September 17th, 2016, in Downtown Antioch.

Director Romick reported that, also on September 17th, 2016, the City of Oakley was hosting its Heart of Oakley event. It would shut down Main Street, starting around 11:00 a.m. and ending at 5 p.m. There would be food and beverages.

Director Guise announced that a new candy store would be opening up next to the Delta Theater.

Director Gray advised that he had attended the Senior Mobility Action Council and heard a presentation on BART and the bond issue that is trying to be passed. He was also able to attend a presentation on Contra Costa County tax measure and listen to advocacies of the extension of eBART to Brentwood.

Director Glover further advised that particular attention be paid to such measures, as there were many features on the way that would significantly benefit Eastern Contra Costa.

Chair Hardcastle thanked Director Gray for his service on the Board and thanked him for his active engagement with the Board and for accepting the appointment for an additional two years.

Director Rocha asked if the two year appointment was mandatory and codified. Ms. Krieg explained that it was in the ECCTA bylaws.

ADJOURNMENT

Chair Hardcastle adjourned the meeting of the Eastern Contra Costa Transit Authority at 4:47 P.M. to October 26th, 2016 at 4:00 P.M. in the ECCTA Administration Facility, 801 Wilbur Avenue, Antioch, California.

Respectfully submitted,

Joe Chappelle
Executive Assistant

TRI DELTA TRANSIT
Income Statement - Comparison to Annual Budget

As of September 30, 2016
(in thousands)

	YTD Actual			YTD Budget			YTD Variance favorable/(unfavorable)						FY17 Full Year Budget						YTD % of Fiscal Year Budget		
	ECCTA	FR	DR	ECCTA	FR	DR	ECCTA	FR	DR	ECCTA	FR	DR	ECCTA	FR	DR	ECCTA	FR	DR			
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$			
OPERATING REVENUES																					
Passenger Fares	810,008	687,436	122,572	811,552	690,931	120,621	(1,544)	(3,495)	1,951	3,067,000	2,592,000	475,000	26%	26%	26%	26%	26%	26%			
Other Income	27,202	-	27,202	45,000	-	45,000	(17,798)	-	(17,798)	285,000	85,000	190,000	10%	10%	15%	15%	15%	15%			
Total Operating Revenues:	837,210	687,436	149,774	856,552	690,931	165,621	(19,342)	(3,495)	(15,847)	3,332,000	2,677,000	655,000	25%	25%	29%	25%	26%	29%			
OPERATING EXPENSES																					
Purchased Transportation	2,892,659	2,179,141	713,518	2,940,452	2,103,978	836,504	47,823	(75,163)	122,966	11,616,473	8,310,413	3,306,060	25%	25%	22%	25%	26%	19%			
Materials and Supplies	723,092	611,561	111,531	742,348	591,399	150,949	19,266	(20,462)	39,718	2,940,000	2,342,100	597,900	22%	22%	21%	22%	23%	21%			
Salaries & Benefits	946,392	857,907	88,485	1,058,550	952,650	105,900	112,139	94,743	17,415	4,234,000	3,810,600	423,400	22%	22%	22%	22%	22%	22%			
Services	205,198	172,554	32,644	207,253	170,503	36,750	2,054	(2,051)	4,105	829,000	682,000	147,000	27%	27%	23%	27%	27%	23%			
Other	108,012	102,111	5,901	81,700	76,280	5,420	(27,312)	(26,821)	(491)	405,000	375,450	29,550	29%	29%	8%	29%	38%	8%			
Casualty and liability insurance	155,728	143,778	11,950	161,916	117,955	43,961	6,168	(25,823)	32,011	539,677	382,369	157,288	32%	32%	35%	32%	32%	35%			
Utilities	81,249	76,691	4,558	65,000	61,000	4,000	(16,249)	(15,691)	(558)	294,000	241,000	53,000	30%	30%	23%	30%	33%	23%			
Taxes	6,047	4,679	1,368	4,500	3,150	1,350	(1,547)	(1,529)	(18)	20,000	14,000	6,000	25%	25%	21%	25%	26%	21%			
Total Operating Expenses:	5,119,378	4,148,722	970,656	5,261,749	4,075,925	1,185,824	142,371	(72,797)	215,168	20,838,150	16,157,952	4,680,198	20%	20%	19%	20%	19%	25%			
NON-OPERATING REV																					
Federal Funds	-	-	-	-	-	-	-	-	-	532,570	-	532,570	20%	20%	19%	20%	19%	25%			
State Funds	2,499,142	1,831,751	667,391	3,307,317	2,496,981	810,436	(908,175)	(665,130)	(149,045)	12,968,491	9,900,420	2,668,071	28%	28%	24%	28%	24%	32%			
Local Funds	509,537	242,617	266,920	464,501	254,797	209,704	45,086	(12,180)	57,216	1,821,577	997,270	824,307	8%	8%	2%	8%	2%	1291%			
Inter-Operator Agreements	-	-	-	632,128	632,128	-	(632,128)	-	-	2,528,512	2,528,512	-	17%	17%	2%	17%	15%	23%			
Interest & Other Misc Income	4,461	1,233	3,228	1,251	1,188	63	3,210	45	3,165	55,000	54,750	250	8%	8%	2%	8%	2%				
Total Non-Operating Revenues:	3,013,140	2,075,601	937,539	4,405,197	3,384,984	1,020,203	(1,392,057)	(1,305,393)	(82,863)	17,506,150	13,460,952	4,025,198	17%	17%	15%	17%	15%	23%			
EXCESS REV/(EXP)	(1,282,028)	(1,385,685)	116,657	(1,269,029)	(1,385,685)	116,657	(1,385,685)	(1,385,685)	(1,385,685)	-	-	-	-	-	-	-	-	-	-		

Agenda Item #5b
 Eastern Contra Costa Transit Authority
 Board of Directors Meeting
 October 26, 2016

TRI DELTA TRANSIT
Income Statement - Comparison to Annual Budget

As of September 30, 2016
(In thousands)

	September 2016 YTD Actual			September 2015 YTD Actual			FY17 vs FY16 - YTD			% Change from Previous Year		
	ECCTA	FR	DR	ECCTA	FR	DR	ECCTA	FR	DR	ECCTA	FR	DR
OPERATING REVENUES												
Passenger Fares	\$ 810,008	\$ 687,436	\$ 122,572	\$ 849,578	\$ 720,202	\$ 129,376	\$ (39,570)	\$ (32,766)	\$ (6,804)	-5%	-5%	-5%
Other Income	\$ 27,202	\$ -	\$ 27,202	\$ 29,893	\$ -	\$ 29,893	\$ (2,691)	\$ -	\$ (2,691)	0%	0%	0%
Total Operating Revenues:	\$ 837,210	\$ 687,436	\$ 149,774	\$ 879,471	\$ 720,202	\$ 159,269	\$ (42,261)	\$ (32,766)	\$ (9,495)	-5%	-5%	-6%
OPERATING EXPENSES												
Purchased Transportation	\$ 2,892,659	\$ 2,179,141	\$ 713,518	\$ 2,925,395	\$ 2,050,810	\$ 874,585	\$ 32,736	\$ (128,331)	\$ 161,067	1%	-6%	18%
Materials and Supplies	\$ 723,092	\$ 611,861	\$ 111,231	\$ 704,703	\$ 551,986	\$ 152,717	\$ (18,389)	\$ (59,875)	\$ 41,486	-3%	-11%	27%
Salaries & Benefits	\$ 946,382	\$ 857,907	\$ 88,485	\$ 994,829	\$ 899,549	\$ 95,280	\$ 48,437	\$ 41,642	\$ 6,795	5%	5%	7%
Services	\$ 205,199	\$ 172,554	\$ 32,645	\$ 167,756	\$ 146,343	\$ 21,413	\$ (37,443)	\$ (26,211)	\$ (11,232)	-22%	-18%	-52%
Other	\$ 109,012	\$ 102,111	\$ 6,901	\$ 63,234	\$ 59,155	\$ 4,079	\$ (45,778)	\$ (42,956)	\$ (2,822)	-72%	-73%	-69%
Casualty and liability insurance	\$ 155,728	\$ 143,778	\$ 11,950	\$ 143,392	\$ 121,312	\$ 22,080	\$ (12,336)	\$ (22,466)	\$ 10,130	-9%	-19%	46%
Utilities	\$ 81,249	\$ 76,691	\$ 4,558	\$ 66,586	\$ 63,148	\$ 3,438	\$ (14,663)	\$ (13,543)	\$ (1,120)	-22%	-21%	-33%
Taxes	\$ 6,047	\$ 4,679	\$ 1,368	\$ 5,251	\$ 4,131	\$ 1,120	\$ (796)	\$ (548)	\$ (248)	-15%	-13%	-22%
Total Operating Expenses:	\$ 5,119,378	\$ 4,148,722	\$ 970,656	\$ 5,071,146	\$ 3,896,434	\$ 1,174,712	\$ (48,232)	\$ (252,288)	\$ 204,056	-1%	-6%	17%
NON-OPERATING REV												
Federal Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	0%	0%
State Funds	\$ 2,499,142	\$ 1,831,751	\$ 667,391	\$ 1,609,272	\$ 1,174,369	\$ 434,903	\$ 889,870	\$ 657,382	\$ 232,488	0%	0%	0%
Local Funds	\$ 509,537	\$ 242,617	\$ 266,920	\$ 132,957	\$ 132,957	\$ -	\$ 376,580	\$ 109,660	\$ 266,920	0%	0%	0%
Inter-Operator Agreements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	0%	0%
Interest & Other Misc Income	\$ 4,481	\$ 1,233	\$ 3,228	\$ 1,373	\$ 1,308	\$ 65	\$ -	\$ (75)	\$ 3,163	225%	-6%	4866%
Total Non-operating Revenues:	\$ 3,013,140	\$ 2,075,601	\$ 937,539	\$ 1,743,602	\$ 1,308,634	\$ 434,968	\$ 1,269,538	\$ 766,967	\$ 502,571	73%	59%	116%
EXCESS REV/(EXP)	\$ (1,289,028)	\$ (1,385,685)	\$ 116,657	\$ (2,448,073)	\$ (1,867,598)	\$ (580,475)	\$ 1,179,045	\$ 481,913	\$ 697,132			

OPERATING REVENUES

Passenger Fares
 Other Income

Total Operating Revenues:

OPERATING EXPENSES

Purchased Transportation
 Materials and Supplies
 Salaries & Benefits
 Services
 Other
 Casualty and liability insurance
 Utilities
 Taxes

Total Operating Expenses:

NON-OPERATING REV

Federal Funds
 State Funds
 Local Funds
 Inter-Operator Agreements
 Interest & Other Misc Income

Total Non-operating Revenues:

EXCESS REV/(EXP)

Agenda Item #5b
 Eastern Contra Costa Transit Authority
 Board of Directors Meeting
 October 26, 2016

Staff Report to ECCTA Board of Directors

Meeting Date: October 26, 2016

Agenda Item: Marketing/Communications Activities – Agenda Item #5c

Lead Staff: Mike Furnary, Director of Marketing

Approved: Jeanne Krieg, Chief Executive Officer 

I. Completed & Planned Marketing Activities-Sept/Oct 2016

1. Rivertown Jamboree sponsor promotion

Participated in month-long cross promotion with local two-day event.

2. Pittsburg Seafood Festival Shuttle

Coordinated shuttle service to two-day event and participated in a month long cross promotion with the Pittsburg Chamber of Commerce. 2016 shuttle ridership was 2956.

3. Brentwood Beer Festival PR Sponsorship

Worked with local chamber event to provide free bus passes to event participants in the event that a safe ride was needed after the event. 100 passes were made available in exchange for event sponsorship recognition.

4. Delta Blues Festival sponsor promotion

Participated in month-long cross promotion with local two-day festival.

5. Web Site re-design

Continuing work on web site re-design. Completion for testing scheduled for end of October.

6. Paratransit Survey

Completed coordination and mailing of comprehensive survey for current paratransit customers. Survey designed to guide future marketing efforts to improve customer approval as well as develop tactics to reduce staff time to address customer needs. Compilation of results not expected to be completed until late November.

7. Antioch Senior Center Resource Fair

Participated in annual event targeting local seniors to address alternative transportation options.

8. Future System Re-design Planning

Began developing new materials needed for future system re-design. Developing new system maps and individual route maps needed for future schedules and communications.

9. Class Pass/Facility Tour

Three class pass trips scheduled and provided in September and October 2016.

10. Ongoing marketing programs

- Welcome Pack mailing
- 2 for 1 tickets on Route 300 (subsidized by 511 Contra Costa)
- Take One on-board newsletter
- Gatekeeper quarterly newsletter

II. Planned Marketing/Communications Activities

1. Holiday shopper guide mailer, insert, and contest
2. High density housing mailer
3. Try Transit Challenge—511 Contra Costa
4. Web site re-design completion
5. LMC table event
6. Clipper Card issue promotion
7. Employer “New Employee Welcome Pack” project

TAB 2

Agenda Item 6a
CEO's REPORT: Operations Report

Board of Directors Meeting

Wednesday October 26, 2016

ECCTA Boardroom
801 Wilbur Avenue, Antioch, CA 94509

Chief Executive Officer's Report

September – October 2016



TRI DELTA TRANSIT

ECCTA Executive Team

Jeanne Krieg
Chief Executive Officer

Steve Ponte
Chief Operating Officer

Tom Harais
Chief Financial Officer

Ann Hutcheson
Director of Administrative Services

Kevin Moody
Director of Maintenance

Mike Furnary
Director of Marketing

Susan Hinson
First Transit Director of Operations

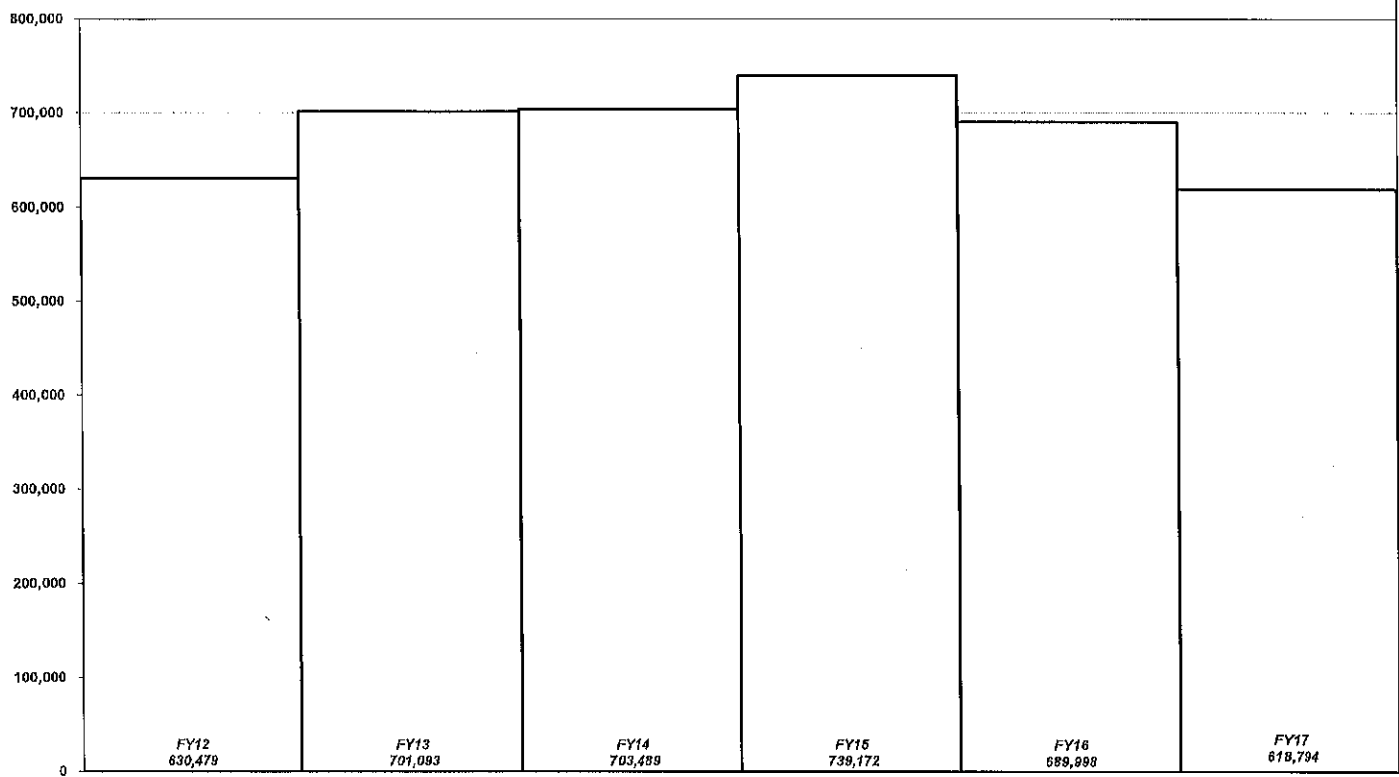
Highlights:

- New bus schedules were implemented September 4th.
- Ridership on the 2016 Pittsburg Seafood Festival Shuttle was 2956.
- Board Member Ken Gray represented the ECCTA Board of Directors at APTA's annual conference in Los Angeles.
- I joined a group of twenty California Transit Association members to meet with members of the California delegation in Washington DC.
- I was re-appointed to California Transit Association's Federal Legislative Committee.
- No bids were received for the fuel tank maintenance, testing, and as-needed repairs IFB. The current contractor will continue to perform these tasks.
- A pre-bid meeting was conducted for the shop equipment maintenance RFB. Bids are due the first week of December.
- The first few of the twenty 2016 Gillig low floor buses were delivered.
- Tablets are being installed on all paratransit vehicles per the new contract with First Transit. Drivers will have better access to manifests, maps, and other important tools.
- Antioch city staff resolved the issue associated with zoning of the ECCTA-owned property designated to be a Park and Ride lot.
- The changes to ECCTA's Conflict of Interest Code, approved by the Board of Directors in August 2016, were adopted by the Contra Costa County Board of Supervisors.
- A Receiving Clerk was selected and hired; Mike Gonsalves will begin November 7th. Interviews for a mechanic continue.
- The bus stops on Tregallas are back in service after a three year break due to construction.
- Funding is being secured for the purchase of four electric buses and the associated infrastructure.
- Plans are being developed and funding is being pursued to build four electric car charging stations in front of the ECCTA facility.
- The Clipper small operators subgroup, which includes all small operators in the nine county Bay Area, continues to meet on a regular basis.
- The advisory team for the Contra Costa Mobility Management project continues to meet. The group is moving toward forming a CTSA which will provide additional funding opportunities.
- The UC Berkeley PATH Integrated Dynamic Transit Operations system demonstration project that will use Tri Delta Transit as the subject continued. CCTA is overseeing the Caltrans-funded project that will demonstrate Transit Connect, Dynamic Dispatch, and Dynamic Rideshare in east county.
- Work continued on the Contra Costa County Express Bus Plan.
- Plans are being finalized for the 2016 holiday dinner at the Lone Tree Golf and Event Center. It will follow the board meeting on Wednesday December 14th.
- Staff is researching fuel hedging opportunities for possible presentation to the Board of Directors in December.

*Agenda Item #6a
Eastern Contra Costa Transit Authority
Board of Directors Meeting
October 26, 2016*

TRI DELTA TRANSIT

COMPARATIVE Q1 FR RIDERSHIP



**EASTERN CONTRA COSTA TRANSIT AUTHORITY
KEY PERFORMANCE INDICATORS BY SERVICE**

	Actual							16/17B % ▲	YTD COMPARISON		
	Budget								Actual		% ▲
	11/12	12/13	13/14	14/15	15/16	16/17	Sep-15		Sep-16		
DIAL-A-RIDE											
PASSENGERS											
Total DAR Trips Provided	130,819	128,999	131,476	133,769	131,917	132,000	0%	33,350	33,074	-1%	
Average Weekday Ridership	481	470	471	487	489	487	0%	486	485	0%	
Average Sat Ridership	106	140	180	153	118	124	5%	128	98	-23%	
Average Sun/Hol Ridership	71	72	68	63	49	51	3%	43	49	15%	
Average Passengers/Hour (wkdy DAR Only)	2.1	2.1	2.3	2.4	2.5	2.5	2%	2.6	2.9	11%	
CUSTOMER SERVICE											
Ride Refusals / Day	0.0	0.0	0.0	0.0	0.0	0.0	0%	0.0	0.0	0%	
Customer Complaints	0.183%	0.097%	0.071%	0.103%	0.114%	0.109%	-5%	0.114%	0.299%	163%	
On Time Performance	85%	87%	89%	87%	85%	90%	6%	85%	85%	-1%	
MAINTENANCE											
Gallons of Fuel Consumed	116,392	139,678	145,043	138,528	135,809	142,880	5%	35,826	33,354	-7%	
Miles Between Preventable Accidents	898,467	328,002	244,390	162,293	159,143	200,000	26%	121,435	234,561	93%	
Miles Between Road calls	56,154	109,568	61,109	139,113	190,963	100,000	0%	60,721	234,561	286%	
COST RATIOS											
Farebox Recovery Ratio	11%	11%	10%	10%	10%	10%	0%	11%	13%	15%	
\$/Gal Fuel	\$ 3.84	\$ 3.81	\$ 3.87	\$ 3.09	\$ 2.59	\$ 2.75	6%	\$ 3.15	\$ 2.35	-26%	
Operating Cost/Passenger	\$ 30.58	\$ 33.22	\$ 35.25	\$ 34.18	\$ 34.41	\$ 35.46	3%	\$ 35.22	\$ 29.35	-17%	
Operating Cost/Revenue Hour	\$ 64.34	\$ 63.52	\$ 66.75	\$ 69.81	\$ 72.26	\$ 74.35	3%	\$ 74.11	\$ 71.84	-3%	
Operating Cost/Revenue Mile	\$ 5.22	\$ 5.36	\$ 5.78	\$ 5.74	\$ 5.85	\$ 5.98	2%	\$ 5.90	\$ 5.08	-14%	
FIXED ROUTE											
PASSENGERS											
Total FR Trips Provided	2,431,768	2,740,834	2,832,264	2,806,028	2,574,864	2,613,485	1%	689,998	618,794	-10%	
Average Weekday Ridership	8,594	9,616	9,930	9,794	8,999	9,113	1%	9,445	8,502	-10%	
Average Sat Ridership	2,753	3,232	3,464	3,498	3,061	3,144	3%	3,401	2,947	-13%	
Average Sun/Hol Ridership	2,087	2,788	2,692	2,787	2,501	2,537	1%	2,795	2,425	-13%	
Average Passengers/Hour	15.9	17.7	19.0	19.2	17.8	17.9	1%	18.8	17.0	-10%	
CUSTOMER SERVICE											
Customer Complaints	0.023%	0.012%	0.009%	0.009%	0.009%	0.009%	0%	0.008%	0.024%	197%	
On Time Performance	86%	86%	92%	92%	92%	90%	-2%	90%	79%	-12%	
MAINTENANCE											
Gallons of Fuel Consumed	636,276	562,702	603,013	600,072	606,378	597,267	-2%	156,315	156,213	0%	
Miles Between Preventable Accidents	120,644	65,392	110,754	98,066	97,469	100,000	3%	122,500	103,596	-15%	
Miles Between Road calls	32,481	42,844	67,684	41,553	27,690	50,000	81%	55,682	23,021	-59%	
COST RATIOS											
Farebox Recovery Ratio	16%	18%	18%	18%	18%	16%	-10%	18%	17%	-10%	
\$/Gal Fuel	\$ 3.52	\$ 3.95	\$ 3.48	\$ 2.77	\$ 1.96	\$ 2.00	2%	\$ 2.18	\$ 1.97	-10%	
Operating Cost/Passenger	\$ 6.60	\$ 6.01	\$ 5.58	\$ 5.54	\$ 5.98	\$ 6.18	3%	\$ 5.65	\$ 6.70	19%	
Operating Cost/Revenue Hour	\$ 105.05	\$ 106.53	\$ 105.76	\$ 106.36	\$ 106.33	\$ 110.94	4%	\$ 106.42	\$ 114.08	7%	
Operating Cost/Revenue Mile	\$ 7.46	\$ 7.98	\$ 7.71	\$ 7.62	\$ 7.49	\$ 7.83	5%	\$ 7.50	\$ 8.06	8%	

**TRI DELTA TRANSIT
COMPARATIVE YTD FR RIDERSHIP BY ROUTE**

TOTAL PASSENGER TRIPS											YTD COMPARISON		
ROUTE	11/12		12/13		13/14		14/15		15/16		Sep-15	Sep-16	% Chg
		% Chg		% Chg		% Chg		% Chg		% Chg			
200	37,682	4%	55,322	47%	55,914	1%	54,167	-3%	48,866	-10%	13,452	11,743	-13%
201	110,660	5%	119,977	8%	124,289	4%	112,116	-10%	116,301	4%	28,643	28,909	1%
300	302,067	4%	290,313	-4%	328,582	13%	353,802	8%	340,127	-4%	86,727	88,950	3%
379	10,235	-16%	15,232	49%	6,759	-58%	3,223	-52%	3,659	14%	770	361	0%
380	584,779	3%	680,981	16%	682,650	0%	666,704	-2%	606,012	-9%	161,591	143,251	-11%
383	34,210	263%	35,031	2%	32,073	-8%	30,200	-6%	25,830	-14%	6,645	6,111	-8%
384	26,201	2%	8,227	-69%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
385	36,481	-1%	61,388	66%	70,974	16%	68,013	-4%	66,045	-3%	18,594	14,964	-20%
386	3,042	-35%	2,172	-29%	1,902	-12%	1,583	-17%	1,507	-5%	316	306	-3%
387	212,731	9%	262,396	23%	284,036	1%	257,944	-2%	233,185	-10%	62,894	55,636	-12%
388	320,981	3%	366,041	14%	400,190	9%	370,128	-8%	327,585	-11%	90,964	76,197	-16%
389	46,723	-3%	53,255	14%	53,068	0%	51,480	-3%	45,836	-11%	12,449	10,281	-17%
390	52,650	7%	68,564	30%	72,054	5%	71,211	-1%	70,022	-2%	17,935	18,186	1%
391	346,080	4%	370,500	7%	386,640	4%	402,579	4%	360,256	-11%	98,838	86,251	-13%
Dimes a Ride	11,328	-11%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Delta Express (Hac)	11,831	-36%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Shuttles	9,446	3%	4,941	-48%	3,370	-32%	5,375	59%	13,410	149%	4,637	2,956	-36%
392	112,330	6%	133,569	19%	142,284	7%	142,650	0%	124,708	-13%	33,574	30,256	-10%
393	111,697	7%	135,181	21%	133,078	-2%	141,281	6%	126,653	-10%	34,175	29,686	-13%
394	50,614	8%	71,557	41%	64,904	-9%	63,087	-3%	53,894	-15%	14,352	12,792	-11%
395	N/A	N/A	6,187	100%	9,497	100%	10,485	100%	10,968	100%	3,442	1,968	-43%
Total Fixed Route	2,431,768	3%	2,740,834	13%	2,832,264		2,806,029	-1%	2,574,866	-8%	689,998	618,794	-10%

AVERAGE PASSENGERS PER REVENUE HOUR											YTD COMPARISON		
ROUTE	11/12		12/13		13/14		14/15		15/16		Sep-15	Sep-16	% Chg
		% Chg		% Chg		% Chg		% Chg		% Chg			
200	10.3	3%	12.6	22%	12.5	-1%	12.6	1%	11.5	-9%	12.4	10.8	-13%
201	19.7	3%	17.8	-10%	17.9	1%	17.0	-5%	16.1	-5%	17.1	13.8	-19%
300	15.8	4%	15.8	0%	18.6	18%	20.3	10%	19.6	-4%	19.5	20.1	3%
379	9.8	-26%	10.7	9%	16.8	57%	26.5	57%	30.6	15%	33.5	17.0	-49%
380	17.4	5%	20.2	16%	20.6	2%	20.2	-2%	18.7	-7%	19.6	17.8	-9%
383	9.7	-13%	10.2	5%	12.6	23%	13.0	3%	11.6	-11%	11.6	10.9	-6%
384	10.2	7%	14.6	43%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
385	11.1	-7%	11.9	7%	12.9	8%	12.3	-4%	11.4	-8%	12.4	10.2	-18%
386	3.9	-36%	3.6	-7%	6.3	74%	6.3	1%	6.6	5%	5.7	5.5	-3%
387	19.6	11%	22.8	16%	23.7	4%	23.3	-2%	21.7	-7%	22.9	21.4	-7%
388	15.5	3%	17.1	10%	18.2	7%	17.4	-5%	16.2	-7%	17.6	15.0	-15%
389	13.6	-8%	13.4	-1%	14.4	8%	15.4	7%	14.4	-6%	15.3	12.9	-16%
390	10.7	9%	18.6	73%	20.8	12%	21.5	3%	21.4	-1%	21.4	22.8	7%
391	18.7	11%	19.6	5%	20.5	4%	21.9	7%	19.7	-10%	21.2	18.8	-11%
Dimes a Ride	10.9	36%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Delta Express (Hac)	8.1	-10%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Shuttles	N/A	N/A	N/A	N/A	6.4	N/A	30.7	383%	23.6	-23%	24.5	16.4	0%
392	15.2	1%	17.6	16%	19.1	9%	18.9	-1%	16.7	-12%	18.4	16.7	-10%
393	16.4	5%	17.5	7%	17.5	0%	18.7	7%	16.8	-10%	18.6	16.2	-13%
394	11.7	9%	15.0	28%	17.0	13%	15.9	-7%	13.9	-13%	15.1	13.9	-8%
395	N/A	N/A	12.0	N/A	16.2	N/A	16.4	1%	17.1	5%	22.0	12.6	-43%
Total Fixed Route	15.9	5%	17.7	12%	19.0	7%	19.2	1%	17.8	-7%	18.8	17.0	-10%

TAB 3

Agenda Item 7a

DISCUSSION ITEM: Seafood Festival Shuttle

Board of Directors Meeting

Wednesday October 26, 2016

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

Staff Report to ECCTA Board of Directors

Meeting Date: October 26th, 2016

Agenda Item: Pittsburg Seafood Festival Shuttle – Agenda Item #7a

Lead Staff: Mike Furnary, Director of Marketing

Approved: Jeanne Krieg, Chief Executive Officer



Historical Background

Between 1994 and 2011, Tri Delta Transit operated a shuttle service from various remote parking areas (LMC, Pittsburg school property, Pittsburg/Bay Point BART station) to the Pittsburg Seafood Festival which was held in the marina area. In 2012, the festival was moved to the pre-1994 location on Railroad Avenue. Ridership on the 2012 shuttle was very low so a shuttle was not operated in 2013. Here are historical ridership levels:

YEAR	Ridership	YEAR	Ridership
1998	13779	2005	8108
1999	10244	2006	10582
2000	25153	2007	7976
2001	9895	2008	8495
2002	11634	2010	6491
2003	8725	2011	5946
2004	6274	2012	324
		2013	0 (not operated)

ECCTA Board of Directors Actions

1. In 2014, the Pittsburg Seafood Festival was moved back to the marina area and the Pittsburg Chamber of Commerce contacted ECCTA to request that Tri Delta Transit once again operate a shuttle from remote locations (LMC, BART, etc.) to the Seafood Festival.

In June 2014, the ECCTA Board of Directors authorized staff to operate the shuttle with the understanding that a minimum 4,000 riders would have to use the service to be able to continue to provide shuttle service in 2015.

2. In April 2015, the Board of Directors approved operation of the Pittsburg Seafood Festival Shuttle with the understanding that a minimum 4,000 riders would have to use the service to be able to continue to provide shuttle service in 2016.
3. In June 2016, the Board of Directors approved the operation of the Pittsburg Seafood Festival every year in the future as long as a minimum 4,000 riders use the service.

Year	Ridership
2014	5375
2015	4637
2016	2956

Conclusion

Based on 2016 ridership, the Pittsburg Seafood Festival Shuttle will not be operated in 2017.

Action Requested

Information only. No action requested.

TAB 4

Agenda Item 7b

DISCUSSION AND POSSIBLE ACTION ITEM:
Antioch Chamber of Commerce Membership

Board of Directors Meeting


Wednesday October 26, 2016

ECCTA Boardroom
801 Wilbur Avenue, Antioch, CA 94509

Staff Report to ECCTA Board of Directors

Meeting Date: October 26th, 2016

Agenda Item: Antioch Chamber of Commerce Membership – Agenda Item #7b

Lead Staff: Jeanne Krieg, Chief Executive Officer 

Background

In 2008, the Antioch Chamber of Commerce formed a Political Action Committee to endorse and financially support candidates in elections. At that time, the PAC was intended to be a separate organization using funds not associated with the Chamber of Commerce. The appearance of a separate organization was not clear and several ECCTA board members expressed concern about maintaining Tri Delta Transit's membership in the Antioch Chamber of Commerce given that they were endorsing and financially supporting specific local candidates. After discussion during the October 2008 meeting, the ECCTA Board of Directors directed staff to discontinue Tri Delta Transit's membership in the Antioch Chamber of Commerce.

In March 2014, the ECCTA Board of Directors considered the following:

- The Antioch Chamber of Commerce was under new management and became more of a traditional Chamber working to endorse local business and working regionally for the good of east county businesses.
- While the cost to join is within my authority, since it was such a divisive topic for the ECCTA Board of Directors, I requested authorization to become a member of the Antioch Chamber of Commerce on behalf of Tri Delta Transit.

The ECCTA Board of Directors authorized the CEO to re-join the Antioch Chamber of Commerce on behalf of Tri Delta Transit with the direction to advise them if the PAC was reactivated.

2016

In September 2016, the Antioch Chamber of Commerce Board of Directors endorsed candidates in local elections. An ECCTA Board Member requested that the topic of Tri Delta Transit's membership in the Antioch Chamber of Commerce be discussed. In response to an inquiry, Antioch Chamber of Commerce staff stated that the Antioch PAC has not been reactivated and that Antioch Chamber of Commerce funds are not being used to financially support candidates.

Request

Direct staff on any action to take, if any, regarding Tri Delta Transit's membership in the Antioch Chamber of Commerce.

TAB 5

Agenda Item 7c
ACTION ITEM: Fixed Route Bus Purchase

Resolution 161026a

Board of Directors Meeting

Wednesday October 26, 2016

ECCTA Boardroom
801 Wilbur Avenue, Antioch, CA 94509

Staff Report to ECCTA Board of Directors

Meeting Date: October 26, 2016

Agenda Item: Fixed Route Bus Purchase – Agenda Item #7c

Lead Staff: Ann Hutcheson, Director of Administrative Services

Approved: Jeanne Krieg, Chief Executive Officer



Background

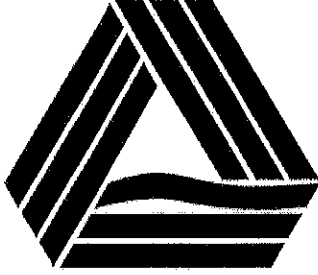
In October and November 2016, ECCTA will be accepting delivery of twenty Gillig fixed route buses which were purchased through a consortium contract agreement, RFP 2012-MA-02, with Central Contra Costa Transit Authority (County Connection) approved by the ECCTA Board of Directors on October 23, 2013.

ECCTA has an Federal Transit Administration (FTA) grant allocation for the purchase of five additional buses to replace ECCTA's MCI over-the-road buses which have reached the end of their useful life.

ECCTA received a price quote from Gillig LLC to purchase five additional 40' BRT Low Floor Buses for \$2,882,724 per the specifications in County Connection's RFP 2012-MA-02. This RFP meets the requirements of all applicable FTA solicitation and RFP award requirements.

Recommendation

Adopt Resolution #161026a authorizing the CEO to execute and deliver a purchase order to Gillig LLC, through County Connection RFP 2012-MA-02, for an amount not to exceed \$3,170,996, which includes a 10% contingency, for the purchase of five 40' low floor fixed route buses.



TRI DELTA TRANSIT

Eastern Contra Costa Transit Authority
801 Wilbur Avenue • Antioch, California 94509
Phone 925.754.6622 Fax 925.757.2530

RESOLUTION #161026a FIXED ROUTE BUSES

Resolution #161026a authorizes the CEO to execute and deliver a purchase order to Gillig LLC for an amount not to exceed \$3,170,996 for the purchase of five fixed route buses.

WHEREAS, EASTERN CONTRA COSTA TRANSIT AUTHORITY (ECCTA) has five MCI over-the-road buses that were purchased in 2000 and are two years past their useful life; and

WHEREAS, the Federal Transit Administration’s (FTA) replacement policy for over-the-road buses is after 14 years of service; and

WHEREAS, the FY 2016-2017 budget includes funding to purchase the five replacement buses; and

WHEREAS, Gillig LLC was awarded a contract through the CCCTA RFP 2012-MA-02 for the purchase of these vehicles; and

WHEREAS, the 40’ BRT Low Floor buses are manufactured by Gillig LLC and will meet ECCTA’s needs and is within budget; and

WHEREAS, this was a competitively bid contract and complies with FTA Circular 4220.1F for Third Party Contracting Requirements and State of California applicable requirements; and

WHEREAS, ECCTA will pay a fair and reasonable price for these buses.

NOW, THEREFORE BE IT RESOLVED, by the Board of Directors of the Eastern Contra Costa Transit Authority to adopt Resolution #161026a authorizing the CEO to execute and deliver a purchase order to Gillig LLC through CCCTA RFP 2012-MA-02. The purchase shall be conducted in accordance with all applicable State and FTA requirements, for an amount not to exceed \$3,170,996 for the purchase of five fixed route buses.

PASSED AND ADOPTED THIS 26th day of October 2016, by the following votes:

EASTERN CONTRA COSTA TRANSIT AUTHORITY

Doug Hardcastle, Chair

Jeanne Krieg, CEO

AYES: _____
NOES: _____
ABSENT: _____
ABSTENTIONS: _____

TAB 6

Agenda Item 7d

ACTION ITEM: Appointment of ECCTA's Civil Rights Officer

Resolution 161026b

Board of Directors Meeting


Wednesday October 26, 2016

**ECCTA Boardroom
801 Wilbur Avenue, Antioch, CA 94509**

Staff Report to ECCTA Board of Directors

Meeting Date: October 26th, 2016

Agenda Item: Appointment of ECCTA's Civil Rights Officer
Agenda Item #7d

Lead Staff: Jeanne Krieg, Chief Executive Officer 

Background

The Federal Transit Administration requires that the CEO of a transit agency designate an individual to be responsible for the following programs:

1. Title VI: guards against discriminatory practices or decisions based on race and/or ethnicity.
2. Environmental Justice (EJ): guards against discriminatory practices or decisions based on low income or poverty level income.
3. Equal Employment Opportunity (EEO): guards against the discriminatory hiring practices by ECCTA or any of ECCTA's subcontractors based on race, ethnicity, creed, color, physical, mental disability, medical condition, marital status, age, and/or sexual orientation.
4. Disadvantaged Business Enterprises (DBE): assures equal opportunity for-profit small business concerns where socially and economically disadvantaged individuals own at least a 51% interest and also control management and daily business operations.
5. Limited English Proficiency (LEP): guards against discriminatory practices or decisions based on the inability to speak English "not well or not at all".

The responsible individual must:

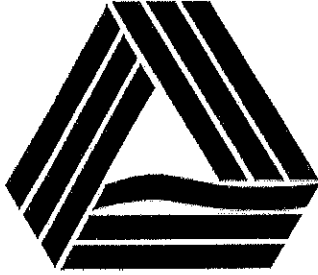
- Report to the CEO.
- Have the authority to assure polices are being followed in all agency hiring, outreach, and purchasing activities.
- Report status of the programs to the Federal Transit Administration (FTA).
- Report program policies and progress to the Board of Directors every three years. The last report was made in August 2014.

Chief Operating Officer Steve Ponte has acted in this capacity for many years. He and I have decided that the task should be assigned to the Executive Associate, Joseph Chappelle.

Requested Action

Adopt Resolution 161026b acknowledging the appointment of Joseph Chappelle as the Eastern Contra Costa Transit Authority Civil Rights Officer effective November 1, 2016.

*Agenda Item #7d
Eastern Contra Costa Transit Authority
Board of Directors
Meeting: October 26, 2016*



TRI DELTA TRANSIT

Eastern Contra Costa Transit Authority
801 Wilbur Avenue • Antioch, California 94509
Phone 925.754.6622 Fax 925.757.2530

RESOLUTION # 161026b

Acknowledgement of the appointment of Joseph Chappelle as the Eastern Contra Costa Transit Authority Civil Rights Officer effective November 1, 2016

WHEREAS, the Federal Transit Administration requires that the Chief Executive Officer (CEO) of a transit agency designate an individual to be responsible for the following programs:

1. Title VI
2. Environmental Justice
3. Equal Employment Opportunity
4. Disadvantaged Business Enterprises
5. Limited English Proficiency

and WHEREAS, Steven Ponte has served admirably as ECCTA's Civil Rights Officer for several years and has assured ECCTA's compliance with all requirements; and

WHEREAS, Joseph Chappelle meets all requirements to serve as ECCTA's Civil Rights Officer; and

WHEREAS, the CEO has designated Joseph Chappelle as ECCTA's Civil Rights Officer effective November 1, 2016..

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

The ECCTA Board of Directors acknowledges the appointment of Joseph Chappelle as the Eastern Contra Costa Transit Authority Civil Rights Officer effective November 1, 2016.

PASSED AND ADOPTED THIS 26th day of October 2016, by the following votes:

EASTERN CONTRA COSTA TRANSIT AUTHORITY

Doug Hardcastle, Chair

Jeanne Krieg, CEO

AYES: _____
 NOES: _____
 ABSENT: _____
 ABSTENTIONS: _____