



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 March 22nd, 2017

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 February 22nd, 2017
- 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

Mary Rocha**

Monica Wilson

City of Brentwood

Barbara Guise

Robert Taylor

City of Oakley

Doug Hardcastle*

Kevin Romick

City of Pittsburg

Merl Craft

Pete Longmire

Contra Costa County

Diane Burgis

Federal Glover

Member-at-Large

Ken Gray

* Chair: FY 2016-17

** Vice-chair: FY 2016-17

**Board of Directors Meeting Agenda
Wednesday March 22nd, 2017**

7. ACTION AND DISCUSSION ITEMS

- a. DISCUSSION ITEM:** Americans with Disabilities Act Requirements
(see attachment: tab #3)

Requested Action: None – Information only

- b. ACTION ITEM:** Installation of a 372kW Photovoltaic System
(see attachment: tab #4)

Requested Action: Adopt Resolution 170322 authorizing the CEO to execute and deliver a contract with Performance Contracting, Inc., for an amount not to exceed \$1,420,866, which includes a 10% contingency, for the installation of a 372kW photovoltaic system.

8. 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.

9. Adjourn

Next Meeting: April 26th, 2017 – 4:00pm

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 March 22, 2017

ECCTA Boardroom
801 Wilbur Avenue, Antioch, CA 94509

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

MINUTES

February 22, 2017

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 4:00 P.M.

ROLL CALL / CALL TO ORDER

PRESENT: Diane Burgis (Contra Costa County); Merl Craft (Pittsburg); Nancy Parent, Alternate for Federal Glover* (Contra Costa County); Ken Gray (Member-at-Large); Barbara Guise (Brentwood); Pete Longmire (Pittsburg); Kevin Romick (Oakley); Robert Taylor (Brentwood); Monica Wilson (Antioch); Mary Rocha (Antioch/Vice Chair); and Doug Hardcastle (Oakley/Chair)

*Federal Glover arrived at 4:15 P.M.

ABSENT: None

STAFF: Jeanne Krieg, Chief Executive Officer (CEO)
Steve Ponte, Chief Operating Officer (COO)
Tom Harais, Chief Financial Officer (CFO)
Ben Stock, Legal Counsel
Ann Hutcheson, Director of Administrative Services
Joe Chappelle, Executive Assistant

OTHERS

PRESENT: Michael Daugelli, Antioch
Susan Hinson, First Transit
Gary Mitchell, First Transit
Hosie Pintily, First Transit
Mark Weinstein, First Transit

PLEDGE OF ALLEGIANCE

Director Craft led the Pledge of Allegiance.

PUBLIC COMMENT

There was no public comment.

CHAIR'S REPORT

Chair Hardcastle had no report.

CONSENT CALENDAR

On motion by Director Romick, seconded by Director Parent, ECCTA Boardmembers adopted the Consent Calendar, as shown, which carried by the following vote:

- A. Minutes of the Board of Directors Meeting of January 25, 2017
- B. Financial Report
- C. Marketing Activities Report

AYES: Burgis, Craft, Gray, Guise, Longmire, Parent, Romick, Taylor, Wilson,
Rocha, Hardcastle

NOES: None

ABSTAIN: None

ABSENT: None

CHIEF EXECUTIVE OFFICER'S REPORT

- A. Operations Report

Chief Executive Officer (CEO) Jeanne Krieg reported that Directors had expressed their interest in attending two upcoming American Public Transportation Association (APTA) conferences: the Transit Board Seminar in Chicago July 22 – 25 would be attended by Merl Craft, Federal Glover, Pete Longmire, and Monica Wilson; the Annual Conference and EXPO in Atlanta October 8 – 11 would be attended by Merl Craft, Federal Glover, Pete Longmire, Bob Taylor, and Monica Wilson. She added that staff would be attending the mid-March APTA Legislative Conference, with Vice Chair Rocha to represent the Board of Directors. The intent of the conference would be to figure out what direction transit regulations, funding, and legislation would be taking.

Ms. Krieg explained that the newest bus schedule to address some of the traffic changes, which had begun on February 19, had been distributed to the Board.

Ms. Krieg expressed her appreciation again to the Board for its support of her participation in the Transit Study Mission to Asia that the Board had approved in December. Twenty five individuals across the country would travel together to learn about safety and security and the state of good repair in Hong Kong, Singapore, and Tokyo.

With respect to other matters, Ms. Krieg reported that the contract for the electric charging stations approved by the Board last month had been signed, and the kick-off meeting for the project would be on March 6; and Director Wilson, who had been appointed as the alternate ex-officio to the Contra Costa Transportation Authority (CCTA) had attended the most recent CCTA Board of Directors meeting.

In addition, Director Taylor had organized a meeting with BART Director Joel Keller and staff from Brentwood, Tri Delta Transit, CCTA, and BART to discuss plans for a future transit center that would eventually become a BART station in Brentwood; Tri Delta Transit staff had also met with the new Chief Operating Officer of eBART to coordinate plans for the beginning of service during the winter of 2017; BART was concerned about station access and insufficient parking, and was depending on Tri Delta Transit to bring people to the station, which made the Park and Ride projects even more critical.

The Oakley Park and Ride lot was shovel ready; the Antioch Park and Ride project would be on the Antioch Planning Commission agenda in March, and with final approval from the City of Antioch, \$3.2 million would have to be secured to build the lots. The Oakley Park and Ride lot would provide 180 parking spaces; 2,000 riders were expected from Brentwood to eBART daily; and Tri Delta Transit would service three BART stations; Hillcrest, Pittsburg, and Pittsburg/Bay Point.

Ms. Krieg referred to the complaint from a paratransit customer at the last Board meeting related to early pickups, and reported that she would make a presentation next month about the Americans with Disabilities Act (ADA) and how requirements were implemented from both a financial and operational perspective.

Ms. Krieg also reported that the Request for Bid for the facility solar project had been published, eight firms had attended the pre-bid conference last week, and staff intended to present the bids and the staff recommendation at next month's meeting; staff was gearing up for the auction of the retired buses and pallets of parts, with viewing scheduled for March 8 and 9, and with bids due on March 16; fixed route ridership was still sluggish, a situation being experienced by most other transit agencies, with reasons from cheap cars to cheap gasoline to declining college enrollment to undocumented drivers being licensed to other forms of transportation, along with a trend of employees working from home; paratransit ridership was essentially flat; all financial performance parameters were as expected; expenses were below budget; and additional savings were expected once the solar system was operational.

ACTION AND DISCUSSION ITEMS

A. Update on Fuel Hedging Program

Chief Financial Officer (CFO) Tom Harais presented an update to the Board approved Fuel Hedging Program and Statement of Policy & Strategy for Fuel Hedging. He expressed a desire that it be in place by April 2017 to be incorporated into next year's budget to be able to rely on fuel costs for the year. He also reported that staff would continue to provide the Board with regular updates and include all activity that occurred between each Board meeting.

B. Elerts "See something, Say something" Mobile App

Ms. Krieg advised of the free app "See something, Say something" that BART used and that would allow passengers to report just about anything occurring on the bus in the way of safety and security concerns without drawing attention to themselves. The reports would come into the dispatch office for a response, if necessary. The challenge would be how to communicate the app to the customer. The cost for the app would be \$22,900 for one year of service, set up fees, and training, with an annual maintenance fee of \$6,995 for the four subsequent years. She requested approval for the program for five years and advised that she would report back to the Board on a regular basis.

Ms. Krieg and other Tri Delta Transit staff responded to questions from the Board and identified the transit agencies currently using the app; reported that the number of calls would be identified; a GPS indicator would identify the location of a problem and police would be contacted; the cost of the program would be out of the Operations Budget, and if the program did not work out there was a cancellation clause in the contract; there was currently a dispatcher on duty at all hours and any messages sent would go to one of the dispatch screens; and there was never a driver on the street without supporting staff in the office.

On motion by Director Guise, seconded by Director Longmire, ECCTA Boardmembers authorized staff to contract for the use of the Elerts "See something, Say something" app for five years for a price not to exceed \$50,970, carried by the following vote:

AYES: Burgis, Craft, Glover, Gray, Guise, Longmire, Romick, Taylor, Wilson,
Rocha, Hardcastle
NOES: None
ABSTAIN: None
ABSENT: None

C. California Environmental Quality Act (CEQA) Project Approval

Ms. Krieg explained that the CEQA approval was the next step in approving the Antioch Park and Ride Project.

Chief Operating Officer (COO) Steve Ponte advised that part of putting out a CEQA document included a project description, categorical exemptions, and a checklist, along with a Notice to File, and the notice in this case would identify that the soil was contaminated. The CEQA document would be filed through the Antioch Planning Commission.

Ms. Krieg commented that the former Antioch City Manager and Antioch planning staff had indicated that because the land was so contaminated, paving it over was the best use, and while the current City of Antioch management was not so certain of that determination, the

land could not be used for anything else.

In response to questions from the Board, Mr. Ponte described the high levels of arsenic that contaminated the property.

Director Glover spoke to new technology related to the remediation of contaminated soil, and Mr. Ponte noted that the only time arsenic would become an issue was when it was dug up. If it had to be dug up and removed, mitigation measures would have to be applied. If paved over, there would be no problem.

On motion by Director Rocha, seconded by Director Burgis, ECCTA Boardmembers adopted Resolution 170222 approving the Antioch Park and Ride Project and related CEQA documents, carried by the following vote:

AYES: Burgis, Craft, Glover, Gray, Guise, Longmire, Romick, Taylor, Wilson,
Rocha, Hardcastle
NOES: None
ABSTAIN: None
ABSENT: None

D. 2017 Summer Youth Pass

Ms. Krieg reported that the unlimited-ride Tri Delta Transit Summer Youth Pass would be sold again this summer. The same annual participation was expected. Tri Delta Transit would subsidize the full cost of the wristbands for 250 student attendees of Supervisor Glover's youth summit, and would sell the remaining passes. Contra Costa 511 would subsidize the cost of each pass sold by Tri Delta Transit and WestCAT by \$10 per pass so that Tri Delta Transit would receive \$60 for each pass sold.

Director Glover advised of the possibility that the Youth Summit might not be held this year to allow a reorganization of the event.

On motion by Director Rocha, seconded by Director Longmire, ECCTA Boardmembers authorized staff to market an unlimited-ride 2017 summer pass to passengers aged 5-17 for \$50, carried by the following vote:

AYES: Burgis, Craft, Glover, Gray, Guise, Longmire, Romick, Taylor, Wilson,
Rocha, Hardcastle
NOES: None
ABSTAIN: None
ABSENT: None

Chair Hardcastle adjourned into Closed Session at 4:35 P.M.

CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Government Code Section 54956.9)

NAME OF CASE: Megan Beach v. Sheena M. Glover, et al. (Contra Costa County Superior Court Case Number C17-00077)

RETURN TO OPEN SESSION

The Board reconvened into open session at 4:42 P.M. There was nothing to report.

BOARD OF DIRECTORS COMMENTS

Director Longmire reported that George Lopez was scheduled to perform at the California Theatre on February 25, and ticket sales had been substantial.

Director Craft noted that would mean that 1,100 people would be coming into Downtown Pittsburg on February 25.

ADJOURNMENT

Chair Hardcastle adjourned the meeting of the Eastern Contra Costa Transit Authority at 4:44 P.M. to March 22, 2017 at 4:00 P.M. in the ECCTA Administration Facility, 801 Wilbur Avenue, Antioch, California.

Respectfully submitted,

Anita L. Tucci-Smith

TRI DELTA TRANSIT
Income Statement - Comparison to Annual Budget
 As of February 28, 2017
(unaudited)

	YTD Actual			YTD Budget			YTD Variance <i>favorable/(unfavorable)</i>			FY17 Full Year Budget			YTD % of Fiscal Year Budget		
	ECCTA	FR	DR	ECCTA	FR	DR	ECCTA	FR	DR	ECCTA	FR	DR	ECCTA	FR	DR
OPERATING REVENUES															
Passenger Fares	\$ 2,001,770	\$ 1,727,109	\$ 274,661	\$ 2,050,457	\$ 1,739,907	\$ 310,550	\$ (48,687)	\$ (12,798)	\$ (35,889)	\$ 3,067,000	\$ 2,592,000	\$ 475,000	\$ 65%	\$ 67%	\$ 58%
Other Income	\$ 179,695	\$ 85,000	\$ 94,695	\$ 205,000	\$ 85,000	\$ 120,000	\$ (25,405)	\$ -	\$ (25,405)	\$ 265,000	\$ 85,000	\$ 180,000	\$ 68%	\$ 100%	\$ 53%
Total Operating Revenues:	\$ 2,181,365	\$ 1,812,109	\$ 369,256	\$ 2,255,457	\$ 1,824,907	\$ 430,550	\$ (74,092)	\$ (12,798)	\$ (61,294)	\$ 3,332,000	\$ 2,677,000	\$ 655,000	\$ 65%	\$ 68%	\$ 55%
OPERATING EXPENSES															
Purchased Transportation	\$ 7,592,706	\$ 5,857,110	\$ 1,735,596	\$ 7,550,325	\$ 5,478,796	\$ 2,071,529	\$ 57,619	\$ (380,314)	\$ 437,933	\$ 11,616,473	\$ 8,310,413	\$ 3,306,060	\$ 65%	\$ 70%	\$ 52%
Materials and Supplies	\$ 1,816,212	\$ 1,510,038	\$ 306,174	\$ 1,945,628	\$ 1,550,264	\$ 395,364	\$ 129,416	\$ 40,226	\$ 89,190	\$ 2,940,000	\$ 2,342,100	\$ 597,900	\$ 62%	\$ 64%	\$ 51%
Salaries & Benefits	\$ 2,567,347	\$ 2,253,015	\$ 314,332	\$ 2,822,800	\$ 2,540,400	\$ 282,400	\$ 255,453	\$ 287,385	\$ (31,932)	\$ 4,294,000	\$ 3,810,500	\$ 483,500	\$ 61%	\$ 59%	\$ 74%
Services	\$ 515,946	\$ 415,057	\$ 100,889	\$ 552,668	\$ 454,668	\$ 98,000	\$ 36,722	\$ 39,611	\$ (2,889)	\$ 829,000	\$ 692,000	\$ 137,000	\$ 62%	\$ 61%	\$ 69%
Other	\$ 290,830	\$ 275,055	\$ 15,775	\$ 280,100	\$ 240,795	\$ 19,305	\$ (30,730)	\$ (34,260)	\$ 3,530	\$ 405,000	\$ 375,450	\$ 29,550	\$ 72%	\$ 73%	\$ 53%
Casualty and liability insurance	\$ 359,777	\$ 334,704	\$ 24,073	\$ 370,385	\$ 263,884	\$ 106,501	\$ 11,608	\$ (70,820)	\$ 82,428	\$ 539,677	\$ 382,388	\$ 157,289	\$ 66%	\$ 88%	\$ 15%
Utilities	\$ 200,572	\$ 189,696	\$ 10,876	\$ 170,000	\$ 151,000	\$ 19,000	\$ (30,572)	\$ (28,886)	\$ (1,686)	\$ 254,000	\$ 241,000	\$ 13,000	\$ 79%	\$ 79%	\$ 84%
Taxes	\$ 16,519	\$ 13,075	\$ 3,444	\$ 13,500	\$ 9,450	\$ 4,050	\$ (3,019)	\$ (3,825)	\$ 606	\$ 20,000	\$ 14,000	\$ 6,000	\$ 83%	\$ 93%	\$ 57%
Total Operating Expenses:	\$ 13,358,909	\$ 10,847,740	\$ 2,511,169	\$ 13,785,406	\$ 10,697,257	\$ 3,088,149	\$ 426,497	\$ (150,483)	\$ 576,980	\$ 20,838,150	\$ 16,157,952	\$ 4,680,198	\$ 64%	\$ 67%	\$ 54%
NON-OPERATING REV															
Federal Funds	\$ -	\$ -	\$ -	\$ 532,570	\$ -	\$ 532,570	\$ (532,570)	\$ -	\$ (532,570)	\$ 532,570	\$ -	\$ -	\$ -	\$ -	\$ -
State Funds	\$ 7,048,049	\$ 5,124,027	\$ 1,924,022	\$ 8,812,926	\$ 7,102,638	\$ 1,710,288	\$ (1,764,877)	\$ (1,978,611)	\$ 213,734	\$ 12,568,491	\$ 9,900,420	\$ 2,668,071	\$ 56%	\$ 52%	\$ 72%
Local Funds	\$ 1,018,596	\$ 567,294	\$ 451,302	\$ 916,861	\$ 502,288	\$ 414,573	\$ 101,735	\$ 65,006	\$ 36,729	\$ 1,621,577	\$ 997,270	\$ 624,307	\$ 56%	\$ 57%	\$ 55%
Inter-Operator Agreements	\$ 1,053,546	\$ 1,063,546	\$ -	\$ 1,264,256	\$ 1,264,256	\$ -	\$ (210,710)	\$ (210,710)	\$ -	\$ 2,528,512	\$ 2,528,512	\$ -	\$ 42%	\$ 42%	\$ -
Interest & Other Misc Income	\$ 8,415	\$ 4,065	\$ 4,350	\$ 3,336	\$ 3,168	\$ 168	\$ 5,079	\$ 897	\$ 4,182	\$ 55,000	\$ 54,750	\$ 250	\$ 15%	\$ 7%	\$ 1740%
Total Non-Operating Revenues:	\$ 9,128,606	\$ 6,743,932	\$ 2,379,674	\$ 11,529,949	\$ 8,972,350	\$ 2,557,599	\$ (2,401,343)	\$ (2,123,418)	\$ (277,925)	\$ 17,506,150	\$ 13,450,952	\$ 4,025,198	\$ 92%	\$ 50%	\$ 59%
EXCESS REV/(EXP)	\$ (2,048,936)	\$ (2,286,699)	\$ 237,761	\$ (2,048,936)	\$ -	\$ -	\$ (2,048,936)	\$ (2,286,699)	\$ 237,761	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Agenda Item #5b
 Eastern Contra Costa Transit Authority
 Board of Directors Meeting
 March 22, 2017

TRI DELTA TRANSIT
Income Statement - Comparison to Prior Year
 As of February 28, 2017
(unaudited)

	February 2017 YTD Actual			February 2016 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	\$ 2,001,770	\$ 1,727,109	\$ 274,661	\$ 2,193,830	\$ 1,868,090	\$ 325,740	\$ (192,060)	\$ (140,981)	\$ (51,079)	\$ -9%	\$ -8%	\$ -16%
Other Income	\$ 179,595	\$ 85,000	\$ 94,595	\$ 249,260	\$ 124,468	\$ 124,792	\$ (69,665)	\$ (39,468)	\$ (30,197)	\$ 0%	\$ 0%	\$ 0%
Total Operating Revenues:	\$ 2,181,365	\$ 1,812,109	\$ 369,256	\$ 2,443,090	\$ 1,992,558	\$ 450,532	\$ (261,725)	\$ (180,449)	\$ (81,276)	\$ -11%	\$ -9%	\$ -18%
OPERATING EXPENSES												
Purchased Transportation	\$ 7,592,706	\$ 5,857,110	\$ 1,735,596	\$ 7,820,015	\$ 5,344,491	\$ 2,275,524	\$ 27,309	\$ (512,619)	\$ 539,928	\$ 0%	\$ -10%	\$ 24%
Materials and Supplies	\$ 1,816,212	\$ 1,510,038	\$ 306,174	\$ 1,751,530	\$ 1,436,239	\$ 315,291	\$ (64,682)	\$ (73,799)	\$ 9,117	\$ -4%	\$ -5%	\$ 3%
Salaries & Benefits	\$ 2,567,347	\$ 2,253,015	\$ 314,332	\$ 2,569,477	\$ 2,316,992	\$ 252,485	\$ 2,130	\$ 63,977	\$ (61,847)	\$ 0%	\$ 3%	\$ -24%
Services	\$ 515,946	\$ 415,057	\$ 100,889	\$ 526,924	\$ 422,814	\$ 104,110	\$ 10,978	\$ 7,757	\$ 3,221	\$ 2%	\$ 2%	\$ 3%
Other	\$ 290,830	\$ 275,055	\$ 15,775	\$ 224,200	\$ 213,679	\$ 10,521	\$ (66,630)	\$ (61,376)	\$ (5,254)	\$ -30%	\$ -29%	\$ -50%
Casualty and liability insurance	\$ 358,777	\$ 334,704	\$ 24,073	\$ 323,748	\$ 272,974	\$ 50,774	\$ (35,029)	\$ (61,730)	\$ 26,701	\$ -11%	\$ -23%	\$ 53%
Utilities	\$ 200,572	\$ 189,688	\$ 10,886	\$ 170,070	\$ 161,575	\$ 8,495	\$ (30,502)	\$ (28,111)	\$ (2,391)	\$ -18%	\$ -17%	\$ -28%
Taxes	\$ 16,519	\$ 13,075	\$ 3,444	\$ 16,874	\$ 13,162	\$ 3,712	\$ 355	\$ 87	\$ 268	\$ 2%	\$ 1%	\$ 7%
Total Operating Expenses:	\$ 13,358,909	\$ 10,847,740	\$ 2,511,169	\$ 13,202,838	\$ 10,181,926	\$ 3,020,912	\$ (156,071)	\$ (665,814)	\$ 509,743	\$ -1%	\$ -7%	\$ 17%
NON-OPERATING REV												
Federal Funds	\$ -	\$ -	\$ -	\$ 1,383,895	\$ 330,898	\$ 1,052,997	\$ (1,383,895)	\$ (330,898)	\$ (1,052,997)	\$ 0%	\$ 0%	\$ 0%
State Funds	\$ 7,048,049	\$ 5,124,027	\$ 1,924,022	\$ 8,160,663	\$ 6,349,904	\$ 1,810,759	\$ (1,112,614)	\$ (1,225,877)	\$ 113,263	\$ 0%	\$ 0%	\$ 0%
Local Funds	\$ 1,018,596	\$ 567,294	\$ 451,302	\$ 1,340,524	\$ 739,256	\$ 601,268	\$ (321,928)	\$ (171,962)	\$ (149,966)	\$ 0%	\$ 0%	\$ 0%
Inter-Operator Agreements	\$ 1,053,546	\$ 1,053,546	\$ -	\$ 601,197	\$ 601,197	\$ -	\$ 452,349	\$ 452,349	\$ -	\$ 0%	\$ 0%	\$ 0%
Interest & Other Misc Income	\$ 8,415	\$ 4,065	\$ 4,350	\$ 3,819	\$ 3,820	\$ 199	\$ 4,596	\$ 445	\$ 4,151	\$ 120%	\$ 12%	\$ 2086%
Total Non-operating Revenues:	\$ 9,128,606	\$ 6,748,932	\$ 2,379,674	\$ 11,490,098	\$ 8,024,875	\$ 3,465,223	\$ (2,361,492)	\$ (1,275,943)	\$ (1,085,549)	\$ -21%	\$ -16%	\$ -31%
EXCESS REV/(EXP)	\$ (2,048,938)	\$ (2,286,699)	\$ 237,761	\$ 730,350	\$ (164,493)	\$ 894,843	\$ (2,779,288)	\$ (2,122,206)	\$ (657,082)			

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
 March 22, 2017

Staff Report to ECCTA Board of Directors

Meeting Date: March 22, 2017

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 - March 2017

1. Youth Pass TV Commercial

A new television commercial is being written and produced to aid the marketing efforts of the 2017 youth pass. The new TV spot should begin airing mid-May.

2. Try Transit Challenge Direct Mail

Direct mail efforts were completed in support of the Try Transit Challenge new rider promotion. The promotion period was delayed to April 1 – April 31. Program goals remain as follows:

- 7,000 Rides
- \$7,500 Revenue

3. Senior/Community Outreach

Invitations for speaking engagements were distributed throughout the community offering group presentations by marketing staff. Presentations emphasize the use of fixed route service and a comprehensive how-to-ride guide.

4. City of Pittsburg Cross Promotion

A cross promotion agreement was made with Pittsburg Parks & Recreation to include Tri Delta Transit in their recreation guide. The guide will be distributed to 30,000 homes in Pittsburg and will include promotion space for the summer youth pass. We are currently negotiating a benefit for riders using the bus to attend city sponsored attractions including Small World Park and the Buchanan Swim Center.

5. Mt. Diablo Unified School District Class Pass Promotion

Discussions are underway to provide transportation information and assistance to the MDUSD Summer Camp Program through our existing Class Pass program.

6. 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. "My Trips" replacement direct mailer
2. LMC table event (Spring 2017)
3. Bike to Work Day participation
4. Employer new employee welcome pack project
5. Summer Youth Pass 2017

TAB 2

Agenda Item 6a
CEO's REPORT: Operations Report

Board of Directors Meeting

Wednesday March 22, 2017

ECCTA Boardroom
801 Wilbur Avenue, Antioch, CA 94509

Chief Executive Officer's Report

March 2017



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:

- Work began on the electric bus and car charging stations.
- The fuel hedging parameters are being developed.
- The “See Something – Say Something” mobile app is nearly ready.
- Staff is working with MTC to promote the adoption of using Clipper Cards by distributing free Clipper Cards. They will be distributed every Tuesday and Thursday while supplies last.
- A comprehensive survey of our fixed route customers is being conducted.
- Staff attended a fact-finding meeting to evaluate the possibility of introducing propane-powered paratransit vehicles to Tri Delta Transit’s fleet.
- A facility auction was conducted to sell the retired fixed route buses and associated parts.
- Plans are being made for 2017 APTA conferences.
- 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 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 is nearly complete on the Contra Costa County Express Bus Plan.
- Arrangements have been made for the Transit Study Mission to Asia, approved by the Board of Directors in December.

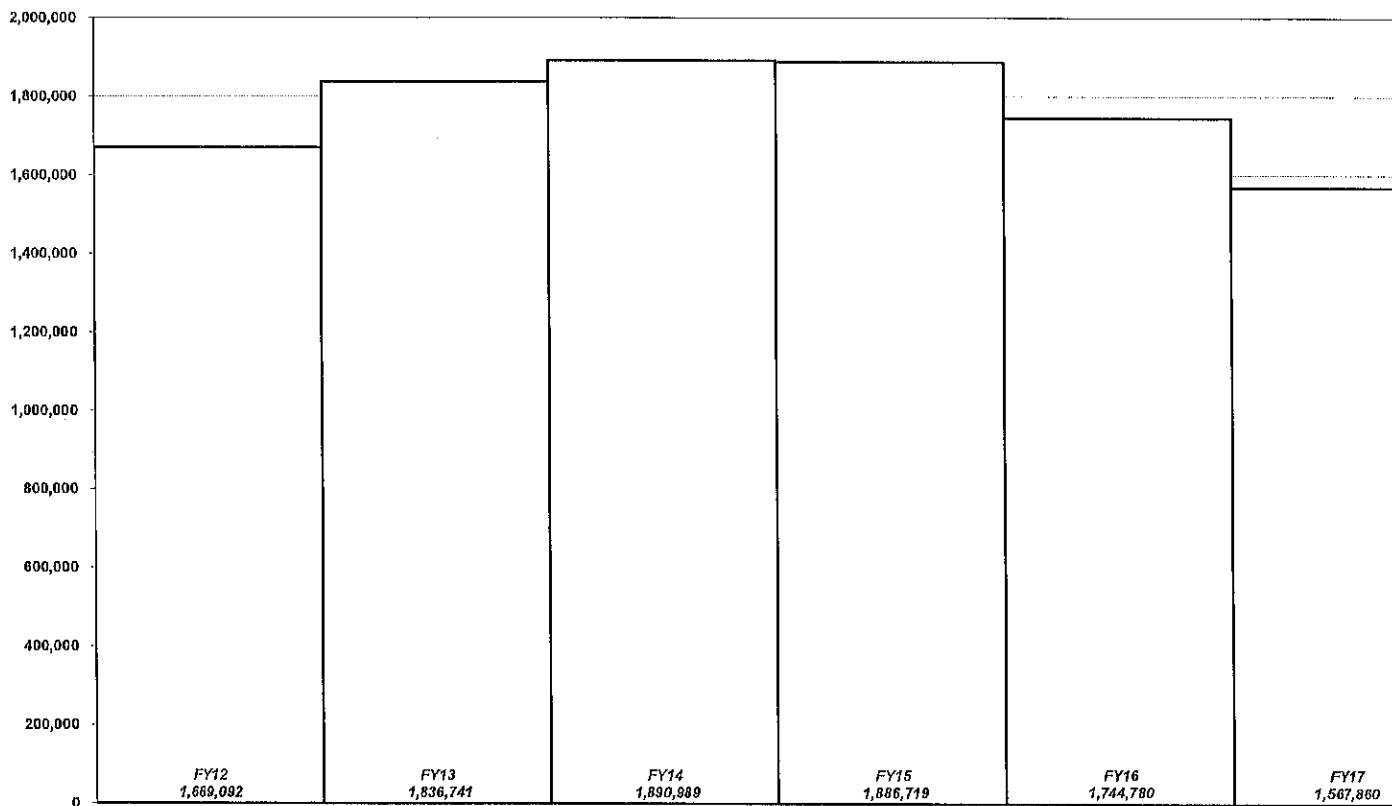
Pending:

- 2017 Summer Youth Pass
- Electric bus delivery (mid to late 2017)
- PG&E electric extension
- Service to Brentwood LMC campus (August 2018)
- Next generation of Clipper (2019)
- Service to eBART stations in Pittsburg and Antioch (2017-18)
- FTA’s Safety Program
- Propane bus evaluation
- A&E: Antioch Park & Ride lot (Antioch Planning Commission: April 19th)
- CCTA Express Bus Study (update to the 2001 study)
- Oakley Park & Ride lot construction
- BART Parking & Connectivity Committee
- Federal grants
- Paratransit subcommittee

*Agenda Item #6a
Eastern Contra Costa Transit Authority
Board of Directors Meeting
March 22, 2017*

TRI DELTA TRANSIT

SEVEN MONTH YTD FR RIDERSHIP



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

	Actual							16/17B % ▲	YTD COMPARISON		
	11/12	12/13	13/14	14/15	15/16	Budget 16/17	Actual		% ▲		
							Feb-16			Feb-17	
DIAL-A-RIDE											
PASSENGERS											
Total DAR Trips Provided	130,619	128,999	131,476	133,769	131,917	132,000	0%	86,500	87,092	1%	
Average Weekday Ridership	481	470	471	487	489	487	0%	489	497	2%	
Average Sat Ridership	108	140	180	153	118	124	5%	120	106	-12%	
Average Sun/Hol Ridership	71	72	68	63	49	51	3%	47	43	-7%	
Average Passengers/Hour (wkdy's DAR Only)	2.1	2.1	2.3	2.4	2.5	2.5	2%	2.6	2.9	12%	
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%	0.103%	0.325%	218%	
On Time Performance	85%	87%	89%	87%	85%	90%	6%	86%	84%	-2%	
MAINTENANCE											
Gallons of Fuel Consumed	118,392	139,678	145,043	138,528	135,809	142,880	5%	88,820	85,520	-4%	
Miles Between Preventable Accidents	898,467	328,002	244,390	162,293	159,143	200,000	26%	125,568	303,719	142%	
Miles Between Road calls	56,154	109,588	61,109	139,113	190,963	100,000	0%	125,568	607,660	384%	
COST RATIOS											
Farebox Recovery Ratio	11%	11%	10%	10%	10%	10%	0%	11%	11%	1%	
\$/Gal Fuel	\$ 3.84	\$ 3.81	\$ 3.67	\$ 3.09	\$ 2.59	\$ 2.75	6%	\$ 2.58	\$ 2.50	-3%	
Operating Cost/Passenger	\$ 30.58	\$ 33.22	\$ 35.25	\$ 34.18	\$ 34.41	\$ 35.46	3%	\$ 34.92	\$ 28.83	-17%	
Operating Cost/Revenue Hour	\$ 64.34	\$ 63.52	\$ 68.75	\$ 69.81	\$ 72.28	\$ 74.35	3%	\$ 73.14	\$ 72.32	-1%	
Operating Cost/Revenue Mile	\$ 5.22	\$ 5.36	\$ 5.76	\$ 5.74	\$ 5.85	\$ 5.98	2%	\$ 5.85	\$ 5.07	-13%	
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%	1,744,780	1,567,860	-10%	
Average Weekday Ridership	8,594	9,616	9,930	9,794	8,999	9,113	1%	9,250	8,369	-10%	
Average Sat Ridership	2,753	3,232	3,464	3,498	3,061	3,144	3%	3,208	2,778	-13%	
Average Sun/Hol Ridership	2,087	2,788	2,692	2,787	2,501	2,537	1%	2,582	2,243	-13%	
Average Passengers/Hour	15.9	17.7	19.0	19.2	17.8	17.9	1%	18.4	16.5	-10%	
CUSTOMER SERVICE											
Customer Complaints	0.023%	0.012%	0.009%	0.009%	0.009%	0.009%	0%	0.008%	0.026%	204%	
On Time Performance	86%	86%	92%	92%	92%	90%	-2%	91%	80%	-11%	
MAINTENANCE											
Gallons of Fuel Consumed	636,276	562,702	603,013	600,072	606,378	597,267	-2%	395,531	390,696	-1%	
Miles Between Preventable Accidents	120,644	65,392	110,754	98,066	97,469	100,000	3%	122,638	100,993	-18%	
Miles Between Road calls	32,481	42,844	67,684	41,553	27,690	50,000	81%	27,022	20,454	-24%	
COST RATIOS											
Farebox Recovery Ratio	16%	18%	18%	18%	18%	16%	-10%	18%	16%	-13%	
\$/Gal Fuel	\$ 3.52	\$ 3.95	\$ 3.48	\$ 2.77	\$ 1.96	\$ 2.00	2%	\$ 1.97	\$ 2.04	4%	
Operating Cost/Passenger	\$ 6.60	\$ 6.01	\$ 5.58	\$ 5.54	\$ 5.98	\$ 6.18	3%	\$ 5.84	\$ 6.92	19%	
Operating Cost/Revenue Hour	\$ 105.05	\$ 106.53	\$ 105.76	\$ 106.36	\$ 106.33	\$ 110.94	4%	\$ 107.42	\$ 114.41	7%	
Operating Cost/Revenue Mile	\$ 7.46	\$ 7.98	\$ 7.71	\$ 7.62	\$ 7.49	\$ 7.83	5%	\$ 7.57	\$ 8.12	7%	

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

TOTAL PASSENGER TRIPS											YTD COMPARISON		
ROUTE	11/12	% Chg	12/13	% Chg	13/14	% Chg	14/15	% Chg	15/16	% Chg	Feb-16	Feb-17	% Chg
	200	37,682	4%	55,322	47%	55,914	1%	54,167	-3%	48,866	-10%	32,733	29,500
201	110,660	5%	119,977	8%	124,289	4%	112,116	-10%	116,301	4%	74,916	76,320	2%
300	302,067	4%	290,313	-4%	328,582	13%	353,802	8%	340,127	-4%	225,508	232,323	3%
379	10,235	-16%	15,232	49%	6,759	-56%	3,223	-52%	3,659	14%	2,782	1,510	0%
380	584,779	3%	680,981	16%	682,650	0%	666,704	-2%	606,012	-9%	409,115	368,810	-10%
383	34,210	263%	35,031	2%	32,073	-8%	30,200	-6%	25,830	-14%	17,824	14,411	-19%
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	68%	70,974	16%	68,013	-4%	66,045	-3%	44,870	36,073	-20%
386	3,042	-35%	2,172	-29%	1,902	-12%	1,583	-17%	1,507	-5%	1,012	808	-20%
387	212,731	9%	262,396	23%	264,036	1%	257,944	-2%	233,185	-10%	156,350	133,145	-15%
388	320,981	3%	366,041	14%	400,190	9%	370,128	-8%	327,585	-11%	224,267	192,368	-14%
389	46,723	-3%	53,255	14%	53,068	0%	51,480	-3%	45,836	-11%	31,574	26,315	-17%
390	52,650	7%	68,564	30%	72,054	5%	71,211	-1%	70,022	-2%	46,825	47,083	1%
391	346,080	4%	370,500	7%	386,640	4%	402,579	4%	360,258	-11%	244,526	210,819	-14%
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%	89,398	77,893	-13%
393	111,697	7%	135,181	21%	133,078	-2%	141,281	6%	126,653	-10%	91,610	79,553	-13%
394	50,614	8%	71,557	41%	64,904	-9%	63,087	-3%	53,894	-15%	38,209	33,387	-13%
395	N/A	N/A	6,187	100%	9,497	100%	10,485	100%	10,968	100%	8,624	4,586	-47%
Total Fixed Route	2,431,768	3%	2,740,834	13%	2,832,264	3%	2,806,029	-1%	2,574,865	-8%	1,744,780	1,567,860	-10%

AVERAGE PASSENGERS PER REVENUE HOUR											YTD COMPARISON		
ROUTE	11/12	% Chg	12/13	% Chg	13/14	% Chg	14/15	% Chg	15/16	% Chg	Feb-16	Feb-17	% Chg
	200	10.3	3%	12.6	22%	12.5	-1%	12.6	1%	11.5	-9%	11.8	10.4
201	19.7	3%	17.8	-10%	17.9	1%	17.0	-5%	16.1	-5%	17.3	14.1	-18%
300	15.8	4%	15.8	0%	18.6	18%	20.3	10%	19.6	-4%	19.8	20.6	4%
379	9.8	-26%	10.7	9%	16.8	57%	26.5	57%	30.6	15%	34.5	18.9	-45%
380	17.4	5%	20.2	16%	20.6	2%	20.2	-2%	18.7	-7%	19.4	17.8	-8%
383	9.7	-13%	10.2	5%	12.6	23%	13.0	3%	11.6	-11%	12.2	10.2	-16%
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%	11.8	9.5	-19%
386	3.9	-36%	3.6	-7%	6.3	74%	6.3	1%	6.6	5%	6.4	5.2	-19%
387	19.6	11%	22.8	16%	23.7	4%	23.3	-2%	21.7	-7%	22.3	19.6	-12%
388	15.5	3%	17.1	10%	18.2	7%	17.4	-5%	16.2	-7%	17.0	14.7	-14%
389	13.6	-8%	13.4	-1%	14.4	8%	15.4	7%	14.4	-6%	15.2	12.7	-16%
390	10.7	9%	18.6	73%	20.8	12%	21.5	3%	21.4	-1%	21.8	22.8	4%
391	18.7	11%	19.6	5%	20.5	4%	21.9	7%	19.7	-10%	20.5	17.8	-13%
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%	17.2	14.6	-15%
393	16.4	5%	17.5	7%	17.5	0%	18.7	7%	16.8	-10%	17.5	15.4	-12%
394	11.7	9%	15.0	28%	17.0	13%	15.9	-7%	13.9	-13%	14.2	13.0	-9%
395	N/A	N/A	12.0	N/A	16.2	N/A	16.4	1%	17.1	5%	19.4	10.5	-46%
Total Fixed Route	15.9	5%	17.7	12%	19.0	7%	19.2	1%	17.8	-7%	18.4	16.5	-10%

TAB 3

Agenda Item 7a

DISCUSSION ITEM: Americans with Disabilities Act Requirements

Board of Directors Meeting

Wednesday March 22, 2017

ECCTA Boardroom
801 Wilbur Avenue, Antioch, CA 94509

Staff Report to ECCTA Board of Directors

Meeting Date: March 22, 2017
Agenda Item: Americans with Disabilities Act Requirements
Agenda Item #7a
Lead Staff: Steve Ponte, Chief Operating Officer
Approved: Jeanne Krieg, Chief Executive Officer

Background

During the January 25, 2017 meeting of the Tri Delta Transit Board of Directors, Richard Blair-Keeney of Antioch described problems he had been having with Tri Delta Transit's paratransit services. He stated that he understands that his home is located outside the boundaries of the service and asked the Board of Directors to extend the boundaries and hours to accommodate his request for a 4:15am pickup so he can get to his job in Hayward on time.

Service Requirements

The Americans with Disabilities Act of 1990 is a US labor law that prohibits unjustified discrimination based on disability. It affords similar protections against discrimination to Americans with disabilities as the Civil Rights Act of 1964, which made discrimination based on race, religion, sex, national origin, and other characteristics illegal. In addition, unlike the Civil Rights Act, the ADA also requires covered employers to provide reasonable accommodations to employees with disabilities, and imposes accessibility requirements on public accommodations.

The bill was signed into law on July 26, 1990, by President George H. W. Bush. It was later amended in 2008 and signed by President George W. Bush with changes effective as of January 1, 2009. The amendment broadened the definition of "disability", thereby extending the ADA's protections to a greater number of people. The bill addresses employment, public entities (including public transportation), public accommodations, and telecommunications.

The Federal Transit Administration's Office of Civil Rights is responsible for civil rights compliance and monitoring to ensure nondiscriminatory provision of public transportation services. In addition to specific requirements associated with equipment, access to public transportation services, and employee training, operators of public transportation services are required to operate equivalent demand responsive service for those individuals who, because of their disability, cannot access the public transit system. The requirements for the equivalent

paratransit service states that if a person can travel to a given destination using a given fixed route at a given time of day, an ADA paratransit eligible person must be able to travel to that same destination on paratransit at that time of day. This criterion recognizes that the shape of the service area can change so the following requirements must be met:

- **Hours and Days of Service:** If riders can take a particular trip between two points on an agency's fixed route system at a specific time of day, the same trip must be available on paratransit. A transit agency's paratransit service area, therefore, may change by time of day and day of week when certain fixed routes are not in service. The service area may also expand and contract as individual bus routes end operation each day. An agency that runs a bus route from 5 a.m. until 9 p.m., for example, must provide paratransit service, at minimum, from 5 a.m. until 9 p.m. corresponding to that route. A rider's pickup time for paratransit is also dictated by the fixed route hours. For example, if the earliest time a rider could depart from a particular fixed route stop is at 6:45 a.m., comparable paratransit trips could be provided starting at 6:45 a.m.
- **End of Service Day Considerations:** To ensure that paratransit drivers complete their drop-offs no later than the latest fixed route drop-off, establishing latest-available return-trip pickup times that reflect the likely travel times for requested trips is appropriate. For example, to ensure that the last drop-offs for paratransit coincide with a last fixed route drop-off time of 10 p.m., transit agencies might limit the latest paratransit return-trip pickup times to 9:30 p.m. This would provide sufficient travel time (assuming the estimated trip time is approximately 30 minutes) to complete the last drop-off by 10 p.m.
- **Flexibility in Setting Service Hours:** For simplicity of operations, many transit agencies choose to not be overly precise in setting paratransit service hours. Instead of taking a route-by-route approach and having dynamically changing service areas throughout the day and week, many agencies provide paratransit throughout the overall service area whenever one or more fixed routes are operating. Others expand and contract their service areas more broadly by time of day and day of week.
- **Service Area – Fixed Route Bus Requirement:** A fixed route bus operator must provide paratransit service to origins and destinations within corridors with a width of three-fourths of a mile on each side of each fixed route. The corridor shall include an area with a three-fourths of a mile radius at the ends of each fixed route.

Customer Request

Mr. Blair-Keeney lives 1.25 miles from the nearest fixed route. Providing service to him, particularly at the time he requests, would take away service from the individuals who live within $\frac{3}{4}$ mile of fixed route service. We accommodate Mr. Blair-Keeney's ride requests when possible if the request does not interfere with a request that is required under the Americans with Disabilities Act.

Requested Action

None: Information only

*Agenda Item #7a
Eastern Contra Costa Transit Authority
Board of Directors
Meeting: March 22, 2017*

TAB 4

Agenda Item 7b

ACTION ITEM: Installation of a 372kW Photovoltaic System

Resolution 170322

Board of Directors Meeting

Wednesday March 22, 2017

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

Staff Report to ECCTA Board of Directors

Meeting Date: March 22, 2017

Agenda Item: Installation of a 372kW Photovoltaic System – Agenda Item #7b

Lead Staff: Ann Hutcheson, Director of Administrative Services

Approved: Jeanne Krieg, Chief Executive Officer

Background

As a member of the Contra Costa Green Business Program, ECCTA works towards implementing sustainable green business practices whenever possible. Installing this photovoltaic system will provide ECCTA with numerous benefits such as:

- Shade for buses and employee vehicles
- Reducing operating costs by generating ECCTA's own power
- Reducing electricity costs

Having this system in place will also make ECCTA energy independent by saving energy and contributing to the sustainability of the community.

Process

- February 1, 2017: Invitation for Bid (IFB) #2017-001: Installation of 372kW Photovoltaic System was mailed to eight firms, publicly advertised and posted on ECCTA's website.
- February 15, 2017: Seven firms attended a pre-bid meeting.
- March 13, 2017: ECCTA received bids from three firms:
 - Performance Contracting, Inc. – \$1,291,696
 - Sunworks – \$1,421,500
 - Sun Light & Power – \$1,596,408

ECCTA staff reviewed each bid and determined that Performance Contracting, Inc. was the lowest, most responsive, responsible bidder.

Staff Recommendation

ECCTA recommends the award of a contract for the installation of a 372kW photovoltaic system be made to Performance Contracting, Inc., for an amount not to exceed \$1,420,866, which includes a 10% contingency.

Requested Action

Adopt Resolution #170322 which authorizes the CEO to execute and deliver a contract with Performance Contracting, Inc., for an amount not to exceed \$1,420,866, which includes a 10% contingency, for the installation of a 372kW photovoltaic system.

Agenda Item #7b

Eastern Contra Costa Transit Authority
Board of Directors Meeting
Meeting: March 22nd, 2017



TRI DELTA TRANSIT

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

RESOLUTION #170322 AUTHORIZATION FOR AWARD OF CONTRACT FOR THE INSTALLATION OF A 372kW PHOTOVOLTAIC SYSTEM

Resolution #170322 authorizes the CEO to execute and deliver a contract for the Installation of a 372kW Photovoltaic System to Performance Contracting, Inc.

WHEREAS, on February 1, 2017, ECCTA published an Invitation for Bid (IFB) #2017-001 for the Installation of a 372kW Photovoltaic System; and

WHEREAS, the process followed all requirements established by ECCTA's Purchasing Policies; and

WHEREAS, Performance Contracting, Inc., is the recommendation of ECCTA staff as the most responsive and responsible bidder.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. ECCTA does hereby award a contract for the Installation of a 372kW Photovoltaic System to Performance Contracting, Inc., for \$1,420,866, which includes a 10% contingency.
2. ECCTA hereby grants the CEO the authorization to execute and deliver a contract to Performance Contracting, Inc.

PASSED AND ADOPTED THIS 22nd day of March 2017, by the following votes:

EASTERN CONTRA COSTA TRANSIT AUTHORITY

Doug Hardcastle, Chair

Jeanne Krieg, CEO

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