



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 February 27, 2019

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
- Limited English Proficiency (LEP) information
- Anticipated action by the Board of Directors

1. **Call to Order:** Vice-Chair Robert Taylor
 - 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:** Vice Chair Robert Taylor

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

- a. Minutes of the Board of Directors meeting of January 30, 2019
- b. Financial Report
- c. Marketing and Customer Service Activities Report

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

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

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

Board of Directors:

City of Antioch

Lamar Thorpe

Monica Wilson

City of Brentwood

Barbara Guise

Robert Taylor**

City of Oakley

Doug Hardcastle

Kevin Romick

City of Pittsburg

Merl Craft

Shanelle Scales-Preston

Contra Costa County

Diane Burgis*

Federal Glover

Member-at-Large

Ken Gray

* Chair: FY 2018-19

** Vice-chair: FY 2018-19

**Board of Directors Meeting Agenda
Wednesday February 27, 2019**

7. ACTION and DISCUSSION ITEMS

- a. **ACTION ITEM:** Maintenance Department Cost of Living Wage Adjustment
(see attachment: tab #3)
Requested Action: Approve a 3% cost of living increase for all maintenance employees effective the pay period that includes March 1, 2019.
- b. **ACTION ITEM:** SB1 Project List Approval
(see attachment: tab #4)
Requested Action: Adopt Resolution #190227A approving ECCTA's FY 2018-19 project list for the California State of Good Repair Program.
- c. **ACTION ITEM:** Summer Youth Pass
(see attachment: tab #5)
Requested Action: Authorize staff to market an unlimited-ride 2019 summer pass to passengers aged 6-18 for \$50.
- d. **ACTION ITEM:** Transit Study Mission
(see attachment: tab #6)
Requested Action: Authorize the CEO to participate in the 2019 International Study Mission to study Mobility as a Service (Maas).
- e. **ACTION ITEM:** Voice Radio Conversion
(see attachment: tab #7)
Requested Action: Adopt Resolution #190227B which authorizes the CEO to enter into an agreement with Day Wireless to install, convert, and maintain an enhanced voice radio system for a cost not to exceed \$123,235.
- f. **ACTION ITEM:** Web Based Data Management System
(see attachment: tab #8)
Requested Action: Adopt Resolution #190227C which authorizes the CEO to enter into an agreement with TransTrak systems to install and maintain a web based data management system for an amount not to exceed \$150,000 for a three year contract.

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: March 27th, 2019 at 4:00pm, 801 Wilbur Avenue, Antioch, CA 94509

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 ECCTA'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 ECCTA'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 ECCTA 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 no fewer than 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.

Limited English Proficiency (LEP):

Any person with Limited English Proficiency (LEP) who requires language assistance to communicate with the Tri Delta Transit Board of Directors during the meeting should contact the CEO's Office at (925) 754-6622 or fax (925) 757-2530. Notification no fewer than 48 hours prior to the meeting will enable Tri Delta Transit to make reasonable arrangements to assure language assistance for this meeting.

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 February 27, 2019

ECCTA Boardroom
801 Wilbur Avenue, Antioch, CA 94509

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

MINUTES

January 30, 2019

The Eastern Contra Costa Transit Authority (ECCTA) meeting was called to order in the ECCTA Board Room, 801 Wilbur Avenue, Antioch, California by Chair Diane Burgis at 4:00 P.M.

ROLL CALL / CALL TO ORDER

PRESENT: Merl Craft (Pittsburg); Federal Glover (Contra Costa County); Ken Gray (Member-at-Large); Barbara Guise (Brentwood); Doug Hardcastle (Oakley); Kevin Romick (Oakley); Shanelle Scales-Preston (Pittsburg); Robert Taylor (Brentwood); Monica Wilson (Antioch); and Diane Burgis (Contra Costa County/Chair)

ABSENT: Lamar Thorpe (Antioch)

STAFF: Jeanne Krieg, Chief Executive Officer (CEO)
Steve Ponte, Chief Operating Officer (COO)
Ben Stock, Legal Counsel
Tania Babcock, Executive Assistant
Joe Chappelle, Manager of Administrative Services
Maria Korbay, Manager of Customer Service and Marketing

OTHERS

PRESENT: John Cunningham, Contra Costa County Department of Conservation and Development
Michael Daugelli, Board Alternate
Susan Hinson, First Transit
Gary Mitchell, First Transit
Nancy Parent, Board Alternate
Hosie Pintily, First Transit
Holland White, Pittsburg Councilmember

PLEDGE OF ALLEGIANCE

Director Scales-Preston led the Pledge of Allegiance.

PUBLIC COMMENT

Michael Daugelli, Antioch, noted he had recently visited Paradise and had utilized the public transit system in what was left of that city. Not publicized was the fact that the bus system in the area had been able to get all their equipment out during the recent wildfires and the vehicles had been used to get people out of the fire, sometimes through flames. He used that situation to highlight how important public transit could be in an emergency.

Chair Burgis reported that in 1991 Jeanne Krieg had started work with Tri Delta Transit in the Marketing Department, and in 1995 had been selected as the General Manager of the organization. Members of Tri Delta Transit staff, along with the Board of Directors and others present, celebrated Ms. Krieg's 28 years with the organization.

Director Guise noted that she had been one of the Directors who had hired Ms. Krieg as General Manager in 1995. Each Director in turn congratulated Ms. Krieg and acknowledged that she had been recognized as one of the best transit managers throughout the transit industry given her forward thinking. The Board thanked her for a job well done.

Ms. Krieg thanked the Board and explained her success in that she had supportive staff.

Maria Korbay, a new hire as Manager of Customer Service and Marketing, noted that most everyone at Tri Delta Transit had worked in the organization for a very long time, which was a sign of phenomenal leadership. She and the other new hires were excited to be part of the team and thanked Ms. Krieg for her invaluable leadership.

CHAIR'S REPORT

Chair Burgis welcomed new Director Shanelle Scales-Preston to the Board.

CONSENT CALENDAR

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

- A. Minutes of the Board of Directors meeting of December 12, 2018
- B. Financial Report
- C. Marketing Activities Report

AYES: Craft, Glover, Gray, Guise, Hardcastle, Romick, Scales-Preston, Taylor, Wilson, and Burgis

NOES: None

ABSTAIN: None

ABSENT: Thorpe

CHIEF EXECUTIVE OFFICER'S REPORT

- A. Operations Report

Chief Executive Officer (CEO) Jeanne Krieg stated that since the Board had last met, Ann Hutcheson had retired after 34 years, and in response to her retirement and that of Tom Harais and Mike Furnary, there had been some changes to the organization to move the responsibilities and duties around, which had created an exciting time. She thanked the Board for supporting her in the changes that had been made.

Ms. Krieg reported that the agency had held its first toy drive when hundreds of toys had been collected and staff members were looking forward to making the Tri Delta Transit Toy Drive even better next year.

Ms. Krieg also reported that the California Air Resources Board had passed regulations with respect to electric buses where the agency would be required to purchase 25 percent in 2026 and 100 percent in 2029. She noted that the PG&E bankruptcy would make the process interesting, and they were looking at factors of when to charge the buses given the cost of charging. She added that since the last meeting, the Highway Patrol audit had occurred, when the CHP had randomly pulled buses, training records, and maintenance records, and this year nothing out of compliance had been found. She congratulated Susan Hinson and the First Transit team and Kevin Moody in the Maintenance Department for the excellent results.

Ms. Krieg explained that Conflict of Interest forms, Form 700s, were due no later than April 2, 2019. The form could be filed electronically, and if not filed electronically a paper form would have to be filed.

With respect to the government shutdown, Ms. Krieg reported that it had not affected Tri Delta Transit other than the inconvenience of the shutdown of the Federal Transit Administration (FTA) website, which was used for guidance and information.

Mr. Krieg stated that Tri Delta Transit was preparing to begin the operation of BART's Early Bird service, starting service an hour earlier each weekday to save money and speed construction on the three and a half year Transbay Tube Retrofit project.

In other matters, Ms. Krieg reported that the struggles First Transit partners had with a driver shortage appeared to be getting better and there were no longer missing trips; Tri Delta Transit was on track to begin the Microtransit Demonstration project, a cross between Uber and fixed route bus service to be tried in a neighborhood in Antioch and in Pittsburg, hopefully on April 1; and fixed route ridership continued to be a concern although efficiencies still looked good in terms of billable hours, salaries and benefits, and parts. Ridership decline was a national issue. The organization still would have to figure out how to incorporate the Mobility on Demand ridership, which would improve the ridership numbers.

ACTION AND DISCUSSION ITEMS

A. Disposal of Vehicles

Ms. Krieg stated that at the October 31 meeting, the Board had authorized staff to change the driver exchange automobiles. At that time, she had been approached by Director Longmire to see if some of the vehicles could be sold to the Pittsburg PAL program. Ultimately, that had not been done. She submitted a new resolution to authorize her to contact each member of the JPA offering one of the five automobiles for \$5, and if not disposed in that way the vehicles would be auctioned off.

Ms. Krieg requested the adoption of the resolution to authorize the disposal of the five vehicles, superseding the previous resolution.

On motion by Director Romick, seconded by Director Glover, ECCTA Boardmembers adopted Resolution 190130a which authorizes the disposal of five Chevrolet Aveo driver exchange automobiles and supersedes previously adopted Resolution 181031a, carried by the following vote:

AYES: Craft, Glover, Gray, Guise, Hardcastle, Romick, Scales-Preston, Taylor,
Wilson, and Burgis
NOES: None
ABSTAIN: None
ABSENT: Thorpe

B. Accessible Transportation Strategic Plan

Ms. Krieg explained that sometime in the spring there would be a Memorandum of Understanding (MOU) from the Contra Costa Transportation Authority (CCTA) and Contra Costa County asking for authorization for Tri Delta Transit to enter into an MOU supporting the concept of the Contra Costa Accessible Transportation Strategic Plan as well as the implementation of the plan, having to do with the way seniors and the disabled are moved.

Ms. Krieg reported that last year the CCTA had been awarded a Caltrans Sustainable Communities Transportation Planning Grant with the ultimate goal of producing an Accessible Transportation Plan to tie transportation options together to make sure the senior and disabled population had clear transportation options. Once a Request for Proposal (RFP) had been prepared and a consultant selected, there would be a comprehensive review of existing transportation services from which an implementation plan would be developed. She noted the CCTA had submitted a scope of work to Caltrans, which had been approved, and there would have to be buy-in by all participating agencies including Tri Delta Transit.

The draft MOU had been submitted to the Board, Tri Delta Transit had made comment as had others, and once the comments had been incorporated and a final MOU developed, the final MOU would be submitted to the Board for approval.

John Cunningham, Contra Costa County, was available to respond to questions but had nothing further to add.

C. Independent Auditors Report

Ms. Krieg reported that every year the Independent Auditors Report was submitted to the Board. She presented the actual audit and reported that there were no findings and all previous findings from previous years had been addressed.

On motion by Director Wilson, seconded by Director Romick, ECCTA Boardmembers adopted Resolution 190130b accepting the Independent Auditor's Report for the year ended June 30, 2018, carried by the following vote:

AYES: Craft, Glover, Gray, Guise, Hardcastle, Romick, Scales-Preston, Taylor,
Wilson, and Burgis
NOES: None
ABSTAIN: None
ABSENT: Thorpe

BOARD OF DIRECTORS COMMENTS

The Board welcomed new Director Scales-Preston.

The Board acknowledged the numerous no-fault Tri Delta Transit audits and commended Ms. Krieg and staff again for a job well done.

Director Romick reported that he had the first meeting with the San Joaquin Joint Powers Authority handling the main rail lines from Bakersfield to Oakland.

ADJOURNMENT

Chair Burgis adjourned the meeting of the Eastern Contra Costa Transit Authority at 4:34 P.M. to February 27, 2019 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 January 31, 2019
(unaudited)

	YTD Actual			YTD Budget			YTD Variance <i>favorable/(unfavorable)</i>			FY19 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	\$ 1,245,317	\$ 1,015,849	\$ 229,468	\$ 1,592,421	\$ 1,360,084	\$ 232,337	\$ (347,104)	\$ (344,235)	\$ (2,869)	\$ 2,765,569	\$ 2,368,069	\$ 397,500	45%	43%	58%
Other Income	\$ 156,204	\$ 90,000	\$ 66,204	\$ 160,000	\$ 85,000	\$ 75,000	\$ (3,796)	\$ 5,000	\$ (8,796)	\$ 235,000	\$ 85,000	\$ 150,000	66%	106%	44%
<i>Total Operating Revenues:</i>	\$ 1,401,521	\$ 1,105,849	\$ 295,672	\$ 1,752,421	\$ 1,445,084	\$ 307,337	\$ (350,900)	\$ (339,235)	\$ (11,665)	\$ 3,000,569	\$ 2,453,069	\$ 547,500	47%	45%	54%
OPERATING EXPENSES															
Purchased Transportation	\$ 7,187,573	\$ 5,651,273	\$ 1,536,300	\$ 7,116,368	\$ 5,287,200	\$ 1,829,168	\$ (71,205)	\$ (364,073)	\$ 292,868	\$ 12,142,672	\$ 9,030,500	\$ 3,112,172	59%	63%	49%
Materials and Supplies	\$ 1,425,821	\$ 1,203,227	\$ 222,594	\$ 1,852,581	\$ 1,516,631	\$ 335,950	\$ 426,760	\$ 313,404	\$ 113,356	\$ 3,168,000	\$ 2,593,000	\$ 575,000	45%	46%	39%
Salaries & Benefits	\$ 2,416,908	\$ 2,278,176	\$ 138,732	\$ 2,430,232	\$ 2,114,301	\$ 315,931	\$ 13,324	\$ (163,875)	\$ 177,199	\$ 4,166,112	\$ 3,624,517	\$ 541,595	58%	63%	28%
Services	\$ 468,271	\$ 385,972	\$ 82,299	\$ 495,834	\$ 396,669	\$ 99,165	\$ 27,563	\$ 10,697	\$ 16,866	\$ 850,000	\$ 660,000	\$ 170,000	55%	57%	48%
Other	\$ 196,177	\$ 180,505	\$ 15,672	\$ 236,600	\$ 227,920	\$ 8,680	\$ 40,423	\$ 47,415	\$ (6,992)	\$ 407,000	\$ 392,050	\$ 14,950	48%	46%	105%
Casualty and liability insurance	\$ 305,319	\$ 285,399	\$ 19,920	\$ 337,178	\$ 313,757	\$ 23,421	\$ 31,859	\$ 28,358	\$ 3,501	\$ 549,975	\$ 513,869	\$ 36,106	56%	56%	55%
Utilities	\$ 93,562	\$ 89,134	\$ 4,428	\$ 143,324	\$ 136,157	\$ 7,167	\$ 49,762	\$ 47,023	\$ 2,739	\$ 204,367	\$ 194,148	\$ 10,219	46%	46%	43%
Taxes	\$ 15,476	\$ 12,954	\$ 2,522	\$ 18,320	\$ 13,956	\$ 2,364	\$ 844	\$ 1,002	\$ (158)	\$ 22,460	\$ 19,168	\$ 3,292	69%	68%	77%
<i>Total Operating Expenses:</i>	\$ 12,109,107	\$ 10,086,640	\$ 2,022,467	\$ 12,628,437	\$ 10,006,591	\$ 2,621,846	\$ 519,330	\$ (80,049)	\$ 599,379	\$ 21,510,586	\$ 17,047,252	\$ 4,463,334	56%	59%	45%
NON-OPERATING REV															
Federal Funds	\$ -	\$ -	\$ -	\$ 684,692	\$ 408,649	\$ 276,043	\$ (684,692)	\$ (408,649)	\$ (276,043)	\$ 960,734	\$ 408,649	\$ 552,085			
State Funds	\$ 7,548,715	\$ 5,909,015	\$ 1,639,700	\$ 7,762,705	\$ 6,188,098	\$ 1,574,607	\$ (213,990)	\$ (279,083)	\$ 66,093	\$ 12,811,582	\$ 10,373,129	\$ 2,438,453	59%	57%	67%
Local Funds	\$ 774,094	\$ 356,917	\$ 417,177	\$ 1,082,830	\$ 619,552	\$ 463,278	\$ (308,736)	\$ (262,635)	\$ (46,101)	\$ 2,046,952	\$ 1,122,656	\$ 924,296	38%	32%	45%
Inter-Operator Agreements	\$ 2,685,749	\$ 2,685,749	\$ -	\$ 1,342,874	\$ 1,342,874	\$ -	\$ 1,342,875	\$ 1,342,875	\$ -	\$ 2,685,749	\$ 2,685,749	\$ -	100%	100%	
Interest & Other Misc Income	\$ 59,212	\$ 38,527	\$ 20,685	\$ 2,912	\$ 2,331	\$ 581	\$ 56,300	\$ 34,196	\$ 22,104	\$ 5,000	\$ 4,000	\$ 1,000	1184%	913%	2269%
<i>Total Non-operating Revenues:</i>	\$ 11,067,770	\$ 8,988,208	\$ 2,079,562	\$ 10,876,013	\$ 8,561,504	\$ 2,314,509	\$ 191,757	\$ 426,704	\$ (234,947)	\$ 18,510,017	\$ 14,594,183	\$ 3,915,834	60%	62%	53%
EXCESS REV/(EXP)	\$ 360,184	\$ 7,417	\$ 352,767	\$ (3)	\$ (3)	\$ -	\$ 360,187	\$ 7,420	\$ 352,767	\$ -	\$ -	\$ -			


Agenda Item #5b
Eastern Contra Costa Transit Authority
Board of Directors Meeting
February 27, 2019

Staff Report to ECCTA Board of Directors

Meeting Date: February 27, 2019

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

Lead Staff: Maria Korbay, Manager Customer Service & Marketing

Approved: Jeanne Krieg, Chief Executive Officer 

The Marketing Department continues to work on outreach and service opportunities with a focus on unifying the voice of Tri Delta Transit and delivering superior customer service. Listed below are the major items my department is researching, working on, and developing this month.

New Schedule Distribution

The February 2019 schedule has been received and distributed to the public. We will continue to improve the schedule by reviewing customer, community, and employee feedback.

Summer Youth Pass

Our community has a wide range of summer activities and events geared toward youth. The Summer Youth Pass helps these young riders get to these exciting destinations. The annual promotion has been done in partnership with 511 Contra Costa and WestCAT. The Summer Youth Pass allows riders, 18 and under, unlimited rides from June 1 –Aug 31 on our fixed route buses. In an effort to increase participation in this program, our marketing department has met with 511 Contra Costa, WestCAT, as well as County Connection. County Connection's participation would allow our young riders to travel beyond the service areas of WestCAT and Tri Delta Transit. Our goal is to create the transit riders of tomorrow. Once these young riders have been exposed to the ease and cost-effectiveness of public transit, our hope is that they will continue to consider it a viable option for all of their transportation needs.

Transit Driver Appreciation Day

Our operators are the face of Tri Delta Transit. To thank them for their ongoing service, Tri Delta Transit will be participating in the national Transit Driver Appreciation Day on March 18th. Marketing Department employees will staff a table in the operators' break room handing out snacks and gifts that include bags, water bottles, and other fun Tri Delta Transit gear. We will also create a social media campaign in preparation for the event, allowing riders to show their appreciation for their bus driver.

Customer Comments

We are continuing to examine the way we process and respond to customer comments. This has led to creating new avenues for communication between First Transit and the Customer Service department. We are working closely with the lead scheduler at First Transit to ensure the calls taken by First Transit get the superior customer service that is consistent with the Tri Delta Transit brand. We have begun changing the process of how we respond to our customers, with the ultimate goal of having them feel heard and using their feedback to improve our service.

Internship

In partnership with MTC and the Pathways program, the marketing department is applying for an intern for the summer. Internships are a wonderful way to promote interest in transportation as a potential career. We look forward to providing skill building activities for an interested student. The opportunity will also allow us to demonstrate how transportation plays a role in the community and county.

Bus Stops

In the upcoming months, the marketing and maintenance departments will be working together to inventory our current bus stop amenities. We will also be visiting all bus stops to assess those that might be in need of repair or replacement. This will be an ongoing process.

Ongoing

Microtransit: We are continuing to work closely with TransLoc to launch this exciting new pilot program for transit on demand.

Social Media: We have seen much more engagement in recent posts and look forward to building our following. This allows us to be more accessible to the community we serve.

Community Partnerships and Cross Promotion:

We continue to work closely with community partners, creating new relationships as well as reviewing past relationships. The Pittsburg Chamber has reached out to continue our assistance with the Seafood Festival. Marketing has also met with the City of Pittsburg Park and Recreation department, as well as the County Fair to continue our cross promotion relationship.

TAB 2

Agenda Item #6a
CEO's REPORT: Operations Report

Board of Directors Meeting

Wednesday February 27, 2019

ECCTA Boardroom
801 Wilbur Avenue, Antioch, CA 94509

Chief Executive Officer's Report

February 2019



TRI DELTA TRANSIT

ECCTA Executive Team

Jeanne Krieg
Chief Executive Officer

Steve Ponte
Chief Operating Officer

Kevin Moody
Director of
Maintenance

Susan Hinson
First Transit
Director of Operations

Highlights:

- Operation of the *Early Bird* bus service began with BART's schedule change on February 11th. Ridership on the four trips provided by Tri Delta Transit is less than 50 per day. BART will be paying Tri Delta Transit to operate the service for the 3½ year transbay tube construction project.
- Details for the implementation of Tri Delta Transit's Microtransit demonstration project are being finalized. The project will begin late Spring.
- The new driver exchange vehicles were finally delivered so, per the Resolution adopted by the ECCTA Board of Directors, staff reached out to each member of the JPA to offer the retired cars for \$5 prior to a public auction. Given the condition of the vehicles, all members declined so the vehicles will be sold by auction later this Spring.
- The Antioch Police Department's Canine Unit conducted training using the Tri Delta Transit facility and a bus.
- The facility passed an unannounced Waste Tire Inspection by CalRecycle.
- MTC is conducting a passenger survey on all bus systems in the nine Bay Area counties. They will be collecting demographic, trip, and fare payment data.
- Babies: two members of the Maintenance department each welcomed a baby this month. Mechanic Sebastian Sanchez welcomed Sebastian Jr. and Service Worker Justin Cortes welcomed Lucas.
- Football: Mechanic David McKey's son Josh signed a letter of intent to play football on a full ride scholarship at Western Oregon. Josh was an offensive lineman for the Liberty High School state championship team.
- Phase II of the UC Berkeley PATH Integrated Dynamic Transit Operations system demonstration project that uses Tri Delta Transit as the subject is progressing. CCTA is overseeing the Caltrans-funded project that will demonstrate Transit Connect, Dynamic Dispatch, and Dynamic Rideshare in east county.

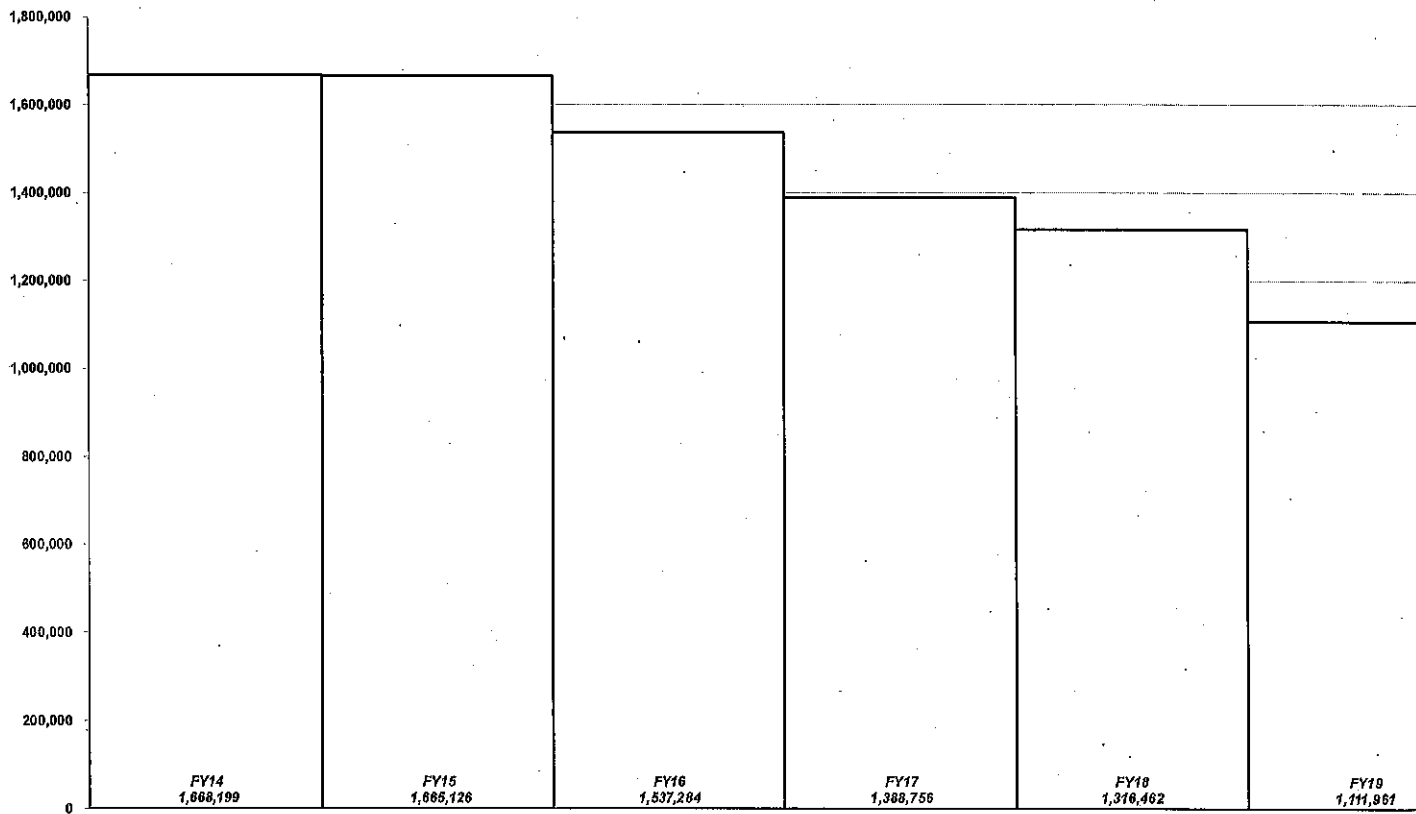
Pending:

- CARB electric bus purchase requirements
- Mobile Emergency Operations Center construction
- Microtransit demonstration project
- Mobility on Demand demonstration project
- Mobile ticketing app group discount program
- Service to Brentwood LMC campus (2019)
- FTA's Safety Program
- Antioch Park & Ride lot construction
- Oakley Park & Ride lot construction

Agenda Item #6a
Eastern Contra Costa Transit Authority
Board of Directors Meeting
February 27, 2019

TRI DELTA TRANSIT

COMPARATIVE FR RIDERSHIP - JANUARY YTD



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

	Actual							Budget	18/19B	YTD COMPARISON		
	Actual					18/19	% ▲	Actual		% ▲		
	13/14	14/15	15/16	16/17	17/18	18/19	% ▲	Jan-18	Jan-19			
DIAL-A-RIDE												
PASSENGERS												
Total DAR Trips Provided	131,478	133,769	131,917	133,406	125,558	124,604	-1%		73,961	88,209	19%	
Average Weekday Ridership	471	487	489	498	469	464	-1%		475	551	18%	
Average Sat Ridership	180	153	118	107	105	108	2%		108	162	50%	
Average Sun/Hol Ridership	68	63	49	47	47	48	2%		47	87	85%	
Average Passengers/Hour (wkdy DAR Only)	2.3	2.4	2.5	2.9	2.9	2.9	-1%		2.8	3.1	12%	
CUSTOMER SERVICE												
Ride Refusals / Day	0.0	0.0	0.0	0.0	0.0	0.0	-100%		0.0	0.0	0%	
Customer Complaints	0.071%	0.103%	0.114%	0.382%	0.486%	0.250%	-48%		0.506%	0.498%	-2%	
On Time Performance	89%	87%	85%	81%	66%	90%	37%		69%	59%	-13%	
MAINTENANCE												
Gallons of Fuel Consumed	145,043	138,528	135,809	131,936	122,057	122,772	1%		73,638	64,397	-13%	
Miles Between Preventable Accidents	244,390	162,293	159,143	153,397	207,048	200,000	-3%		165,875	229,549	38%	
Miles Between Road calls	61,109	139,113	190,963	919,507	276,017	100,000	-64%		165,863	459,213	177%	
COST RATIOS												
Farebox Recovery Ratio	10%	10%	10%	11%	10%	9%	-15%		10%	#DIV/0!	#DIV/0!	
\$/Gal Fuel	\$ 3.67	\$ 3.09	\$ 2.59	\$ 2.57	\$ 3.21	\$ 3.00	-7%		\$ 2.97	\$ 3.20	8%	
Operating Cost/Passenger	\$ 35.25	\$ 34.18	\$ 34.41	\$ 29.15	\$ 29.68	\$ 35.82	21%		\$ 31.61	\$ -	-100%	
Operating Cost/Revenue Hour	\$ 68.75	\$ 69.81	\$ 72.26	\$ 73.97	\$ 80.33	\$ 95.04	18%		\$ 82.34	\$ -	-100%	
Operating Cost/Revenue Mile	\$ 5.76	\$ 5.74	\$ 5.85	\$ 5.18	\$ 5.38	\$ 6.72	25%		\$ 5.64	\$ -	-100%	
FIXED ROUTE												
PASSENGERS												
Total FR Trips Provided	2,832,264	2,806,028	2,574,864	2,344,985	2,232,469	2,321,636	4%		1,316,462	1,107,518	-16%	
Average Weekday Ridership	9,930	9,794	8,999	8,230	7,886	8,238	4%		7,958	6,705	-16%	
Average Sat Ridership	3,464	3,498	3,061	2,715	2,490	2,450	-2%		2,560	2,225	-13%	
Average Sun/Hol Ridership	2,692	2,787	2,501	2,236	2,087	2,140	3%		2,144	1,713	-20%	
Average Passengers/Hour	19.0	19.2	17.8	16.1	14.7	15.4	5%		14.9	12.6	-15%	
CUSTOMER SERVICE												
Customer Complaints	0.009%	0.009%	0.009%	0.025%	0.025%	0.025%	-2%		0.027%	0.037%	36%	
On Time Performance	92%	92%	92%	82%	83%	90%	8%		83%	80%	-3%	
MAINTENANCE												
Gallons of Fuel Consumed	603,013	600,072	606,378	584,879	575,568	534,257	-7%		336,644	314,968	-6%	
Miles Between Preventable Accidents	110,754	98,066	97,469	117,465	145,522	100,000	-31%		132,088	78,378	-41%	
Miles Between Road calls	67,684	41,553	27,690	21,084	19,951	50,000	151%		23,435	29,392	25%	
COST RATIOS												
Farebox Recovery Ratio	18%	18%	18%	16%	13%	14%	0%		14%	#DIV/0!	#DIV/0!	
\$/Gal Fuel	\$ 3.48	\$ 2.77	\$ 1.96	\$ 2.07	\$ 2.30	\$ 2.65	15%		\$ 2.29	\$ 2.66	16%	
Operating Cost/Passenger	\$ 5.58	\$ 5.54	\$ 5.98	\$ 6.93	\$ 7.56	\$ 7.34	-3%		\$ 7.41	\$ -	-100%	
Operating Cost/Revenue Hour	\$ 105.76	\$ 106.36	\$ 106.33	\$ 111.83	\$ 111.07	\$ 113.24	2%		\$ 110.62	\$ -	-100%	
Operating Cost/Revenue Mile	\$ 7.71	\$ 7.62	\$ 7.49	\$ 7.98	\$ 8.19	\$ 8.95	9%		\$ 8.09	\$ -	-100%	

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

TOTAL PASSENGER TRIPS											YTD COMPARISON		
ROUTE	13/14		14/15		15/16		16/17		17/18		Jan-18	Jan-19	% Chg
		% Chg		% Chg		% Chg		% Chg		% Chg			
200	55,914	1%	54,167	-3%	48,868	-10%	44,467	-9%	40,568	-9%	24,282	20,748	-15%
201	124,289	4%	112,116	-10%	116,301	4%	117,839	1%	115,491	-2%	87,910	59,006	-13%
300	328,582	13%	353,802	8%	340,127	-4%	351,131	3%	323,694	-8%	198,620	45,173	-77%
379	6,759	-56%	3,223	-52%	3,659	14%	2,407	-34%	2,358	-2%	1,706	1,226	-28%
380	682,650	0%	666,704	-2%	606,012	-9%	552,671	-9%	510,333	-8%	299,992	266,786	-11%
381	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	51,256	N/A	20,122	60,421	200%
383	32,073	-8%	30,200	-6%	25,830	-14%	21,936	-15%	21,987	0%	12,439	22,149	78%
384	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	3,366	N/A	N/A	24,892	N/A
385	70,974	16%	68,013	-4%	68,045	-3%	54,207	-18%	55,316	2%	32,202	28,977	-10%
386	1,902	-12%	1,583	-17%	1,507	-5%	1,398	-7%	1,104	-21%	673	N/A	N/A
387	264,036	1%	257,944	-2%	233,185	-10%	198,990	-15%	180,733	-9%	103,342	104,143	1%
388	400,190	9%	370,128	-8%	327,585	-11%	287,820	-12%	265,449	-8%	152,973	144,471	-6%
389	53,068	0%	51,480	-3%	45,836	-11%	40,557	-12%	41,396	2%	23,501	27,513	17%
390	72,054	5%	71,211	-1%	70,022	-2%	71,431	2%	70,019	-2%	42,831	21,716	-49%
391	386,640	4%	402,579	4%	360,256	-11%	317,873	-12%	286,436	-10%	171,311	140,185	-18%
Shuttles	3,370	-32%	5,375	59%	13,410	149%	2,956	-78%	2,027	-31%	2,027	4,841	139%
392	142,284	7%	142,650	0%	124,708	-13%	110,687	-11%	105,150	-5%	64,555	55,322	-14%
393	133,078	-2%	141,281	6%	126,653	-10%	114,022	-10%	98,170	-14%	65,883	21,391	-68%
394	64,904	-9%	63,087	-3%	53,894	-15%	48,389	-10%	47,726	-1%	28,500	31,064	9%
395	9,497	100%	10,485	100%	10,968	100%	6,204	100%	5,937	100%	3,593	4,419	23%
396	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	3,953	N/A	N/A	23,075	N/A
Total Fixed Route	2,832,264	3%	2,806,028	-1%	2,574,864	-8%	2,344,985	-9%	2,232,469	-5%	1,316,462	1,107,518	-16%

AVERAGE PASSENGERS PER REVENUE HOUR											YTD COMPARISON		
ROUTE	13/14		14/15		15/16		16/17		17/18		Jan-18	Jan-19	% Chg
		% Chg		% Chg		% Chg		% Chg		% Chg			
200	12.5	-1%	12.6	1%	11.5	-9%	9.9	-14%	8.6	-14%	8.8	7.8	-11%
201	17.9	1%	17.0	-5%	16.1	-5%	13.8	-15%	12.9	-6%	13.0	12.1	-7%
300	18.6	18%	20.3	10%	19.6	-4%	20.6	5%	20.5	0%	20.5	10.8	-47%
379	16.8	57%	26.5	57%	30.6	15%	18.9	-38%	16.7	-11%	22.2	13.4	-40%
380	20.6	2%	20.2	-2%	18.7	-7%	17.3	-8%	16.1	-7%	16.2	15.8	-3%
381	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	11.6	N/A	10.7	12.6	18%
383	12.6	23%	13.0	3%	11.6	-11%	10.1	-12%	8.8	-13%	9.8	6.9	-29%
384	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	6.8	N/A	N/A	8.2	N/A
385	12.9	8%	12.3	-4%	11.4	-8%	9.3	-19%	9.5	2%	9.5	8.9	-6%
386	6.3	74%	6.3	1%	6.6	5%	6.0	-10%	4.8	-20%	4.9	N/A	N/A
387	23.7	4%	23.3	-2%	21.7	-7%	18.6	-14%	15.9	-15%	15.9	13.9	-12%
388	18.2	7%	17.4	-5%	16.2	-7%	14.3	-12%	13.1	-8%	13.0	12.4	-5%
389	14.4	8%	15.4	7%	14.4	-6%	12.4	-14%	11.9	-4%	11.7	13.6	16%
390	20.8	12%	21.5	3%	21.4	-1%	22.1	3%	21.3	-4%	22.4	11.0	-51%
391	20.5	4%	21.9	7%	19.7	-10%	17.3	-12%	15.5	-11%	15.8	14.3	-10%
Shuttles	6.4	N/A	30.7	383%	23.6	-23%	15.0	-36%	15.4	3%	17.2	63.4	268%
392	19.1	9%	18.9	-1%	16.7	-12%	14.2	-15%	13.1	-7%	13.1	12.9	-2%
393	17.5	0%	18.7	7%	16.8	-10%	15.3	-9%	13.8	-9%	14.4	10.1	-30%
394	17.0	13%	15.9	-7%	13.9	-13%	12.9	-7%	12.4	-4%	12.3	12.7	3%
395	16.2	N/A	16.4	1%	17.1	5%	9.9	-42%	9.9	0%	9.7	10.4	8%
396	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	9.2	N/A	N/A	9.4	N/A
Total Fixed Route	19.0	7%	19.2	1%	17.8	-7%	16.1	-9%	14.7	-9%	14.9	12.6	-15%

TAB 3

Agenda Item #7a

**ACTION ITEM: Maintenance Department
Cost of Living Wage Adjustment**

Board of Directors Meeting

Wednesday February 27, 2019

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

Staff Report to ECCTA Board of Directors

Meeting Date: February 27, 2019

Agenda Item: Maintenance Department Cost of Living Wage Adjustment
Agenda Item #7a

Lead Staff: Jeanne Krieg, Chief Executive Officer



Considerations

- The last cost of living wage adjustment for maintenance department employees was effective September 1st, 2016.
- The FY18-19 budget includes funds for a 3% cost of living increase for maintenance employees effective March 1st, 2019
- The FY19-20 budget will include funds for an additional 4% cost of living increase for maintenance employees. The proposal will be included in the budget presentation during a later board meeting.

Recommendation

Approve a 3% cost of living increase for all maintenance department employees effective the pay period that includes March 1st, 2019.

TAB 4

Agenda Item #7b

ACTION ITEM: SB1 Project List Approval

Resolution #190227A

Board of Directors Meeting

Wednesday February 27, 2019

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

Staff Report to ECCTA Board of Directors

Meeting Date: February 27, 2019

Agenda Item: SB1 Project List Approval – Agenda Item #7b

Lead Staff: Agustin Diaz, Manager of Planning and Grants

Approved: Jeanne Krieg, Chief Executive Officer 

Background

Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017, established the State of Good Repair (SGR) program to fund eligible transit maintenance, rehabilitation and capital project activities that maintain the public transit system in a state of good repair. SGR funds are allocated by the Metropolitan Transportation Commission.

Considerations

- ECCTA's share of SGR funds for fiscal year 2018-19 is estimated to be \$55,157.
- In order to qualify for these funds, ECCTA is required to submit a proposed project list to California Department of Transportation (Caltrans) on an annual basis.
- There are many bus shelters in ECCTA's service area that have been damaged or destroyed.
- A Bus Shelter Replacement project is eligible for SGR funds.
- The allocated funds will be combined with FY 17-18 SGR funds to purchase and install new bus shelters.

Requested Action

Adopt Resolution #190227A approving the SB1 State of Good Repair Project List for FY2018-19 and authorizing the Chief Executive Officer to submit a request for Scheduled Allocation of the SB1 State of Good Repair Funds and to execute the related grant applications, forms and agreements.



TRI DELTA TRANSIT

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

RESOLUTION #190227A

APPROVING ECCTA'S FY 2018-19 PROJECT LIST FOR THE CALIFORNIA STATE OF GOOD REPAIR PROGRAM

WHEREAS, Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017, establishing the State of Good Repair (SGR) program to fund eligible transit maintenance, rehabilitation and capital project activities that maintain the public transit system in a state of good repair; and

WHEREAS, SGR funds are allocated by the Metropolitan Transportation Commission; and

WHEREAS, ECCTA's share of SGR funds for fiscal year 2018-19 is estimated to be \$55,157; and

WHEREAS, these funds will be used for Bus Shelter Replacement; and

WHEREAS, in order to qualify for these funds, ECCTA is required to submit a proposed project list to California Department of Transportation (Caltrans) on an annual basis; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the ECCTA hereby approves the SB1 State of Good Repair Project List for FY 2018-19; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the ECCTA that the fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances document and applicable statutes, regulations and guidelines for all SGR funded transit capital projects.

NOW THEREFORE, BE IT FURTHER RESOLVED that the Chief Executive Officer is hereby authorized to submit a request for Scheduled Allocation of the SB1 State of Good Repair Funds and to execute the related grant applications, forms and agreements.

PASSED AND ADOPTED THIS 27TH day of February 2019, by the following votes:

Eastern Contra Costa Transit Authority

Robert Taylor, Vice-Chair

Jeanne Krieg, Chief Executive Officer

AYES:
NOES:
ABSENT
ABSTENTIONS:

TAB 5

Agenda Item #7c

ACTION ITEM: Summer Youth Pass

Board of Directors Meeting

Wednesday February 27, 2019

ECCTA Boardroom


801 Wilbur Avenue, Antioch, CA 94509

Staff Report to ECCTA Board of Directors

Meeting Date: February 27, 2019

Agenda Item: 2019 Summer Youth Pass – Agenda Item 7c

Lead Staff: Maria Korbay, Manager of Marketing & Customer Service

Approved: Jeanne Krieg, Chief Executive Officer 

Background

Unlimited-ride Tri Delta Transit summer youth passes have been sold every summer since 2008. In 2014, to unify the summer youth pass into a county-wide program, Tri Delta Transit's staff worked with 511Contra Costa, WestCAT, and County Connection. While County Connection opted to not participate at that time, WestCAT agreed to join with Tri Delta Transit to offer an unlimited-ride summer youth pass to passengers 6-18 for \$50 in 2014, 2015, 2016, 2017, and 2018. Approximately 300 passes have been sold each year.

This year, County Connection is considering joining the program.

Proposal

The Summer Youth Pass program is being proposed for 2019. The passes will be valid June 1 through August 31.

Negotiations are underway with 511Contra Costa, WestCAT, and County Connection. It is anticipated that they will participate in the program and that 511 Contra Costa will, once again, agree to subsidize the cost of each pass sold. The level of that subsidy for 2018 was \$10 per pass so Tri Delta Transit received \$60 for each pass sold.

Requested Action

Authorize staff to market an unlimited-ride 2019 summer pass to passengers aged 6-18 for \$50.

TAB 6

Agenda Item #7d

ACTION ITEM: Transit Study Mission

Board of Directors Meeting

Wednesday February 27, 2019

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

Staff Report to ECCTA Board of Directors

Meeting Date: February 27, 2019

Agenda Item: Transit Study Mission
Agenda Item #7d

Lead Staff: Jeanne Krieg, Chief Executive Officer



Background

Since 2000, as part of their International Program, the American Public Transportation Association (APTA) periodically organizes a study mission to travel to other countries to learn how topics of current interest are approached by other countries and cultures with the goal to bring back ideas that can be applied in the United States. Study topics have ranged from finance, fare collection, safety, infrastructure development, operations, and maintenance.

APTA invites a select group of members to take part in the study missions and has invited me to participate in the 2019 study mission focusing on Mobility as a Service (MaaS). The study mission is designed to give participants an opportunity to explore strategies in three countries that are on the cutting edge of public transportation innovations. The participants in the mission will meet in Vienna on June 2, 2019, travel to Hannover, and conclude their program in Helsinki on June 8, 2019 with an option to continue to Stockholm to attend the Global Summit of the UITP (International Association of Public Transport) June 9-12.

Twenty-five individuals are selected to participate. I was invited because of my participation in the industry as well as my work on the APTA Executive Committee, the Small Operations Committee, the Awards Committee, and the Legislative Committee.

The Study Mission

This study mission will be a unique learning opportunity that promotes information-sharing and education for participating members. Participants will learn best practices

Agenda Item #7d
*Eastern Contra Costa Transit Authority
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and innovative techniques to incorporate Mobility as a Service (MaaS) into traditional transit services. The study mission will consist of guided site visits, in-depth stakeholder round tables with top executives, and several debriefing sessions. When the study mission is complete, participants will publish a report that will be distributed throughout the industry, to funders, and to regulators. The cost to ECCTA, which includes all travel, hotels, transfers, and meals will not exceed \$13,000. There is adequate funding in the budget to cover this expense.

Requested Action

Authorize the CEO to participate in the 2019 APTA International Study Mission to study Mobility as a Service.

TAB 7

Agenda Item #7e
ACTION ITEM: Voice Radio Conversion

Resolution #190227B

Board of Directors Meeting

Wednesday February 27, 2019

ECCTA Boardroom
801 Wilbur Avenue, Antioch, CA 94509

Staff Report to ECCTA Board of Directors

Meeting Date: February 27, 2019

Agenda Item: Voice Radio Conversion– Agenda Item #7e

Lead Staff: Steve Ponte, Chief Operating Officer

Approved: Jeanne Krieg, Chief Executive Officer



Background

ECCTA has a voice radio system in all fixed route and paratransit buses. The current radio system allows for voice communication between dispatch and all buses. The issues with the radio system are:

1. As has been reported, the radio system has been vulnerable to interference from outside sources. This interference has been reported to the FCC for investigation.
2. The amount of necessary radio “chatter” between drivers and between drivers and dispatch has been increasing over the years and is now at an unacceptable level. There are times a driver can’t contact dispatch due to the system chatter.
3. The radio chatter between drivers – particularly the paratransit drivers – sometimes includes information that would be better not broadcast in a manner that means ALL customers – and anyone interfering in the system -- can hear it. This includes a customer’s address and name, appointment times and locations, and other personal information that is necessary.

Considerations

The options to address the interference issue are:

- Change the code: There are 35 codes available to stop interference from outside sources. Since there are only 35 codes, it is simple for an outside source to interfere with our radio system. We have changed our code and still get interference from outside sources. This does not address the necessary chatter problem or the privacy issues.
- Install a new system that allows an unlimited number of codes and allows the splitting of the current one channel to two channels: one for paratransit and one for fixed route.

Proposal

1. Convert the current voice radio system from one voice channel to two: one channel for fixed route and the other channel for paratransit.
2. Add additional redundant channels for safety.
3. Convert the analog system to digital.
4. Add two dispatch consoles.
5. Add a security system to eliminate outside interference.

ECCTA's radio contractor, Day Wireless, can implement these solutions with little disruption to the service.

Requested Action

Adopt Resolution #190227B authorizing the CEO to enter into an agreement with Day Wireless to upgrade, install, and maintain an enhanced voice radio system. The cost is not to exceed \$123,235. The project will be funded with 5307 Program federal funds.



TRI DELTA TRANSIT

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

RESOLUTION #190227B Voice Radio Conversion

Resolution #190227B converts ECCTA's voice radio system from analog to digital with security upgrades.

WHEREAS, EASTERN CONTRA COSTA TRANSIT AUTHORITY (ECCTA) currently accepts federal funds; and

WHEREAS, ECCTA desires to have the ability to have uninterrupted voice communication; and

WHEREAS, the current voice radio system is vulnerable to interference; and

WHEREAS, the current radio system will not support narrowband and digital technologies.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Eastern Contra Costa Transit Authority to adopt Resolution #190227B authorizing the CEO to enter into a contract with Day Wireless to upgrade, install, and maintain an enhanced ECCTA's voice radio system for a price not to exceed \$123,235.

PASSED AND ADOPTED THIS 27th day of February 2019, by the following votes:

EASTERN CONTRA COSTA TRANSIT AUTHORITY

Robert Taylor, Vice-Chair

Jeanne Krieg, CEO

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

TAB 8

Agenda Item 7f

ACTION ITEM: Web Based Data Management System

Resolution 190227C


Board of Directors Meeting

Wednesday February 27, 2019

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

Staff Report to ECCTA Board of Directors

Meeting Date: February 27, 2019
Agenda Item: Web Based Data Management System– Agenda Item #7f
Lead Staff: Steve Ponte, Chief Operating Officer
Approved: Jeanne Krieg, Chief Executive Officer 

Background

ECCTA uses many software programs for monitoring and analyzing paratransit and fixed route services. These programs include: QuickBooks for accounting, Connexionz for fixed route vehicle location, Trapeze for paratransit scheduling and dispatching, Verizon for data transfer information, Collective Data for maintenance repair information, and Zonar for operator defect information. The information provided by these various software packages is critical and is used to maintain required records and to submit required reports. Additionally, the information is used to analyze trends, make service adjustments, develop budgets, and make changes to operating procedures.

Process

Each software package is designed with different reporting standards. Compiling information from all of the programs is staff intensive and is becoming more complex as regulations and reporting requirements change. A single source of information would clarify the data, reduce input mistakes when data is transferred from one program to another, and provide one source for mission-critical data. Staff requested quotes for a web based data management system and received three responses:

	<u>set up fee</u>	<u>annual fee</u>	<u>three year contract total</u>
Solutions for Transit	n/a	\$100,000	\$300,000
TransSight	\$199,000	\$37,000 (years 2&3)	\$273,000
Trans Track	\$76,800	\$10,333 (year 1) \$31,003 (year 2) \$31,933 (year 3)	\$149,769

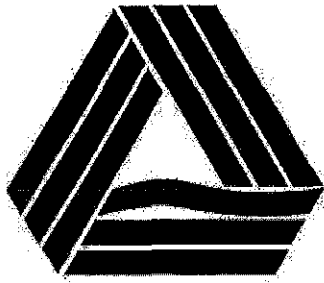
Agenda Item #7f
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 Board of Directors Meeting
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Considerations

- The project will be funded using 5307 federal funds.
- Legal council will review and approve the final contract.

Requested Action

Adopt Resolution #190227C authorizing the CEO to enter into an agreement with TransTrack systems to install and maintain a web based data management system for an amount not to exceed \$150,000 for a three year contract.



TRI DELTA TRANSIT

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

RESOLUTION #190227C Web Based Data Management System

Resolution #190227C adopts a Web Based Data Management System to gather and report information from multiple sources to a single source

WHEREAS, EASTERN CONTRA COSTA TRANSIT AUTHORITY (ECCTA) currently accepts federal funds; and

WHEREAS, ECCTA desires have the ability to compile, combine and report information; and

WHEREAS, reporting standards are required for both federal and state agencies; and

WHEREAS, the number of ECCTA staff involved in the reporting stream has doubled.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Eastern Contra Costa Transit Authority to adopt Resolution #190227C authorizing the CEO to enter into a three year agreement with TransTrack to install and maintain a web based data management system for an amount not to exceed \$150,000.

PASSED AND ADOPTED THIS 27th day of February 2019, by the following votes:

EASTERN CONTRA COSTA TRANSIT AUTHORITY

Robert Taylor, Vice-Chair

Jeanne Krieg, CEO

AYES: _____

NOES: _____

ABSENT: _____

ABSTENTIONS: _____