



# 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 26, 2020

4:00pm

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

Available online: [www.trideltatransit.com](http://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:** 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:** Chair Robert Taylor

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

- Minutes of the Board of Directors meeting of January 29, 2020
- Financial Report
- Marketing and Customer Service Activities Report

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

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

- Operations Report** (*see attachment: tab #2*)
- Update of Fuel Futures Program**

**Board of Directors:**

City of Antioch

Lamar Thorpe  
Monica Wilson

City of Brentwood

Barbara Guise  
Robert Taylor\*

City of Oakley

Sue Higgins  
Kevin Romick

City of Pittsburg

Merl Craft  
Shanelle Scales-Preston\*\*

Contra Costa County

Diane Burgis  
Federal Glover

Member-at-Large

Ken Gray

\* Chair: FY 2019-20

\*\* Vice-chair: FY 2019-20

**Board of Directors Meeting Agenda  
Wednesday February 26, 2020**

**7. ACTION and DISCUSSION ITEMS**

- a. **DISCUSSION ITEM:** Title VI Oakley Park and Ride Outreach  
(see attachment: tab #3)

**No Action Requested**

- b. **ACTION ITEM:** Title VI Major Service Change Policy/Disparate Impact and Disproportionate Burden Policy  
(see attachment: tab #4)

**Requested Action:** Adopt Resolution #200226A which approves the Title VI Major Service Change Policy and Disparate Impact and Disproportionate Burden Policy.

- c. **ACTION ITEM:** Bus Exterior Advertising  
(see attachment: tab #5)

**Requested Action:** Adopt Resolution #200226B which authorizes the Chief Executive Officer to execute and enter into a three year contract, with two one-year options, for the use of external advertising space on ECCTA's fixed route and paratransit buses with Vector Media.

- d. **ACTION ITEM:** System Redesign Consultant  
(see attachment: tab #6)

**Requested Action:** Adopt Resolution #200226C which authorizes the Chief Executive Officer to execute and enter into a contract for the evaluation of ECCTA's bus routes and redesign of its system with Advanced Mobility Group for an amount not to exceed \$260,000 which includes a 10% contingency.

- e. **DISCUSSION ITEM:** Microtransit Technology Provider  
(see attachment: tab #7)

**No Action Requested**

**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 25, 2020 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 26, 2020

ECCTA Boardroom  
801 Wilbur Avenue, Antioch, CA 94509

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

**MINUTES**

January 29, 2020

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

**ROLL CALL / CALL TO ORDER**

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

**ABSENT:** None

**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  
Maureen Gonzales, Controller  
Maria Korbay, Customer Service & Marketing Manager

**OTHERS**

**PRESENT:** Michael Daugelli, Board Alternate  
Susan Hinson, First Transit  
Vincent Manuel, Supervisor Glover's Office  
Gary Mitchell, First Transit  
Hosie Pintily, First Transit

**PUBLIC COMMENT**

There were no comments from the public.

**PLEDGE OF ALLEGIANCE**

Chair Taylor led the Pledge of Allegiance.

### **CHAIR'S REPORT**

Director Romick introduced and welcomed Sue Higgins to the Board as Doug Hardcastle's replacement from the City of Oakley.

### **CONSENT CALENDAR**

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

- A. Minutes of the Board of Directors meeting of December 11, 2019
- B. Financial Report
- C. Marketing and Customer Service Activities Report

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

NOES: None

ABSTAIN: None

ABSENT: None

### **CHIEF EXECUTIVE OFFICER'S REPORT**

- A. Operations Report

Chief Executive Officer (CEO) wish the Board a Happy New Year.

Ms. Krieg reported on a successful California Highway Patrol (CHP) audit that had occurred since the last Board meeting and thanked Tri Delta Transit staff for working to create a successful audit; on a grant application to be determined later this spring to fund WiFi on all buses; on a grant application for a LoNo Grant for Zero Emission uses; and working through the new process of being re-certified as a green business since the focus of the evaluation had changed.

Ms. Krieg advised that the software program that controlled when the electric buses were charging had been partially installed. She noted that during the first month it had saved \$700 on the PG&E bill and greater savings were expected once fully installed. She clarified that the software had been installed at no charge to the agency and explained how that was the case using, among other things, Tri-Delta Transit's LCFS [Low-Carbon Fuel Standard] credits.

Ms. Krieg noted that the pile of toys in the back of the Board room at the last meeting had filled up a bus with toys delivered to Children's Hospital in Oakland. This had been the second annual toy drive and she looked forward to continuing that tradition.

On other matters, Ms. Krieg reported that the Oakley Park and Ride lot project was progressing and city approval was expected in the next three to four weeks. Since initially submitted and approved ten years ago trends had changed for landscaping requirements which had also changed plans for irrigation and drainage. This was part of Title VI requirements and public outreach would be conducted while waiting for approval from the City of Oakley.

The Mobility on Demand program, a riders choice option offered to senior and disabled passengers to take Uber, Lyft, or United Taxi instead of traditional paratransit had been going well, so well that a consultant had met with Tri Delta Transit staff to learn how to get around some of the difficulties other agencies had been experiencing when partnering with TNCs [transportation network companies]. Nearly 20 percent of paratransit trips were now provided through this program at a 14 percent cost savings, which allowed the agency to offset the cost of Tri MyRide making Tri Delta Transit's paratransit program look very good. Ridership was up 27 percent because of Tri MyRide and the budget was right on track.

In response to Director Glover, Ms. Krieg explained the program was paid through the paratransit budget at a cost of up to \$16 for every ride taken.

Director Romick requested a report on the savings as opposed to regular paratransit service to verify the benefit to using the TNCs to the customer and to Tri Delta Transit. Ms. Krieg noted that the AVL/APC software package item on the agenda would allow that information to be easily provided.

Ms. Krieg also reported that fixed route ridership continued to be disappointing, experiencing the same issues as transit agencies throughout the country. Some ridership decreases had to do with the way the National Transit Database (NTD) had been counting ridership nationwide when they had decided that transit ridership was being over counted by the automatic passenger counters due to drivers getting on and off the buses during the route. As a result, the NTD had directed that a certain percentage (5 to 25 percent) of riders be deducted, and in Tri Delta Transit's case that was 11 percent so that the actual decline was less onerous for Tri Delta Transit. She noted that if adding the Tri MyRide ridership into the fixed route ridership instead of the paratransit ridership, the count would be nearly even and was better than what most other transit agencies were experiencing.

Ms. Krieg added that there had been a record-breaking day with Tri MyRide last week when there had been 204 riders. The 13,000<sup>th</sup> passenger was expected to be served this week. She explained that Bob Butler of KCBS had done a story on Tri MyRide.

Ms. Krieg reported that several Requests for Proposals (RFPs) were now on the street for Microtransit (Tri MyRide), a system redesign, the exterior advertising contract, the audit services contract that was briefly discussed as to longevity, and bus shelters, and there was a grant to buy bus shelters.

In addition to those projects, during 2020 some other projects would be the First Transit operations contract renewal; the option of adding hydrogen buses to the Tri Delta Transit fleet, an alternative to electric buses to meet zero emission requirements which she suggested would not be possible with all electric buses; facility maintenance such as repaving the bus lot; options to replace the customer real-time information kiosks that were coming to an end of their life and parts were no longer available; a regional paratransit program hopefully in conjunction with County Connection; Oakley Park & Ride lot construction, and an expansion of the IDTO project (Integrated Dynamic Transit Operations – Connection Protection), a program being developed by the PATH program and UC Berkeley and funded by Caltrans.

With respect to the funding for the Oakley Park & Ride lot, Chief Operating Officer Steve Ponte described the funding being secured from the Metropolitan Transportation Commission (MTC) from funds intended for buses and funding from Measure J, which had been saved over the years to be used to fund Park & Ride lots.

Ms. Krieg explained that Senator Bell and Assemblymember Frazier had been focused on reforming the Transportation Development Act (TDA) including the way funding for public transit was allocated. She noted that the California Transit Association (CTA) was working closely with their staff to create a plan that considered reality. It was hoped that at some point this year there would be changes in the way the funding was allocated. She also explained that in Washington, D.C. there would be some modifications to the Buy America requirements, with legislation specifically targeting BYD, a Chinese company and the manufacturer of two of Tri Delta Transit's electric buses. She would be meeting with BYD next week to find out what it meant to Tri Delta Transit regarding parts and warranty.

Ms. Krieg announced that another Shred It event open to the public had been scheduled for April 30 and those interested could bring in documents to be shredded between 9:00 A.M. and 1:00 P.M. that day.

Michael Daugelli, Antioch, noted a recent report about transit numbers and the misperception of those numbers and explained that he and others frequently used the transit services that were well received in the community.

### **ACTION AND DISCUSSION ITEMS**

#### **A. 2020 Census**

Director Burgis advised that she had requested a discussion of the 2020 Census to raise awareness of the census coming up on April 1. She explained that many of the grants referenced by Ms. Krieg had been based on census data and she wanted to make sure that people were aware of the importance of the census. She referred to the census jobs associated with the 2020 effort, stated that 76 percent of the jobs had been filled, and urged more people to apply for those jobs.



Director Burgis noted that there was a company managing the information on buses and she was trying to find out what the state was doing to advertise the census given the limited local funding to be able to do that. She reported that this would be the first time the census would be done electronically, and if there was no electronic response there would be phone calls or actual visits. The hope was for an initial 70 percent response rate. She wanted to work with Tri Delta Transit to get the information on the buses and asked members of the Board to help get the word out.

The Board agreed with the need to bring awareness to the 2020 Census.

#### B. Transit Study Mission

Ms. Krieg explained that the American Public Transportation Association (APTA) was putting together a study mission to look at electric buses and how they were being deployed in other countries. As a member of several APTA committees, she had been asked to participate in the Transit Study Mission that would visit Amsterdam, Cologne, and Paris. The cost of the mission was \$6,500, which included local and intercity transportation in and between cities, and hotel accommodations with breakfast and some meals. She added that there was adequate funding in the budget to cover the expense.

On motion by Director Romick, seconded by Director Glover, ECCTA Boardmembers authorized the CEO to participate in the 2020 APTA International Study Mission to study bus electrification, carried by the following vote:

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

#### C. Boardmember Conference Request

Ms. Krieg spoke to the Board's policy that each Boardmember could attend two conferences a year and if additional conferences were requested the full Board would have to approve that request. She reported that Bob Taylor was requesting to attend the Legislative Conference in Washington, D.C. The Board's policy limited attendance of the APTA Legislative Conference to the Chair and/or the Vice Chair.

On motion by Director Guise, seconded by Director Burgis, ECCTA Boardmembers authorized Chair Robert Taylor to attend the APTA Legislative Conference in Washington, D.C. March 15-17, 2020, carried by the following vote:

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

D. Maintenance Department Benefits and Holidays

Ms. Krieg explained that when there had been a contract with Laidlaw Transit Services, Inc., the contract included all of maintenance and all of operations which meant that the mechanics, service workers, drivers, dispatchers, and the like were all contract employees. At that time, the fleet was growing and there were other things going on. Laidlaw was traditionally a school bus contractor which had a school bus maintenance mentality of deferring maintenance until the summer, which did not work with a transit system. She had analyzed the situation and it made sense to bring the maintenance function in-house. As a result, the 19 maintenance employees had become Tri Delta Transit employees.

To make it financially viable, changes had been made to the retirement plan and medical benefits to bring the maintenance employees to the level of administrative department employees. The holidays were the final step and Martin Luther King Day, Veterans Day, and Christmas Eve would be added as paid holidays. Since those holidays were service holidays, there would be few buses on the road. The total cost would be \$16,500 annually and the increase in agency-paid premiums would cost the agency \$40,800 annually. It was noted that maintenance department employees were non-union.

On motion by Director Thorpe, seconded by Director Craft, ECCTA Boardmembers adjusted the holiday and medical/dental/vision benefits for the maintenance department employees to be the same as the administrative department employees, carried by the following vote:

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

E. Web Based Data Management System Module

Ms. Krieg stated that this would be the last module to use the vehicle location information from the Automatic Vehicle Location/Automatic Passenger Counting (AVL/APC) system, for information reporting purposes to the Board of Directors and to the Federal Transit Administration (FTA) and MTC. She requested approval for that last module.

On motion by Director Burgis, seconded by Director Higgins, ECCTA Boardmembers adopted Resolution 200129A authorizing the CEO to enter into an agreement with TransTrack systems to install and maintain the software module that will gather information from AVL/APC software packages into one report for an amount not to exceed \$39,100, carried by the following vote:

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

### **BOARD OF DIRECTORS COMMENTS**

Director Guise wished everyone a Happy Valentine's Day.

Director Glover encouraged everyone to support the Measure J transportation ballot measure on the March 2020 Ballot.

Director Romick announced the groundbreaking on January 28 for the Contra Costa Logistics Center and expected it to act as an incentive for redevelopment of the entire railroad corridor in a four-year process. He reported the first building would employ 600 people with a potential of up to 2,000 direct jobs at that location, an indicator of more to come to East County.

Director Glover appreciated the work that Oakley and other cities had been doing along the corridor which was why the Measure J measure was so important to provide access to those jobs and goods movement. He stated this was just the beginning of what was expected along the whole corridor and noted that Antioch and Pittsburg would be pursuing other job creating developments to create a united front to bring commerce and allow people to get off the road and live/work in the region.

Chair Taylor stated that Brentwood planned to open the 18-acre college campus in the middle of July and wanted to pursue the energy to create a vibrant East County.

Director Craft reported that the Environmental Protection Agency (EPA) was seeking additional partners and there was now \$1.1 million in grant funds to repurpose the former downtown manufacturing plants in Pittsburg.

Director Glover added that there was a lot of brownfield remediation that needed to be done, and Director Burgis spoke to the clean-up, studies and economic development that would be involved.

Director Lamar reported that Antioch had broken ground in December on a cannabis facility off of Wilbur Avenue that would be the largest in-growth facility in the Bay Area, which would also create jobs.

**ADJOURNMENT**

The meeting of the Eastern Contra Costa Transit Authority adjourned at 4:56 P.M. to February 26, 2020 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, 2020  
*(unaudited)*

	YTD Actual			YTD Budget			YTD Variance favorable/(unfavorable)			FY20 Full Year Budget			YTD % of Fiscal Year Budget		
	ECCTA	FR	DR	ECCTA	FR	DR	ECCTA	FR	DR	ECCTA	FR	DR	ECCTA	FR	DR
<b>OPERATING REVENUES</b>															
Passenger Fares	\$ 1,293,413	\$ 961,432	\$ 331,981	\$ 1,187,607	\$ 960,280	\$ 227,327	\$ 105,806	\$ 1,152	\$ 104,654	\$ 2,023,959	\$ 1,635,953	\$ 388,006	64%	59%	86%
Other Income	\$ 100,018	\$ -	\$ 100,018	\$ 137,081	\$ 49,581	\$ 87,500	\$ (37,063)	\$ (49,581)	\$ 12,518	\$ 235,000	\$ 85,000	\$ 150,000	43%		67%
<i>Total Operating Revenues:</i>	<i>\$ 1,393,431</i>	<i>\$ 961,432</i>	<i>\$ 431,999</i>	<i>\$ 1,324,688</i>	<i>\$ 1,009,861</i>	<i>\$ 314,827</i>	<i>\$ 68,743</i>	<i>\$ (48,429)</i>	<i>\$ 117,172</i>	<i>\$ 2,258,959</i>	<i>\$ 1,720,953</i>	<i>\$ 538,006</i>	<i>62%</i>	<i>56%</i>	<i>80%</i>
<b>OPERATING EXPENSES</b>															
Purchased Transportation	\$ 8,262,920	\$ 5,921,715	\$ 2,341,205	\$ 8,428,559	\$ 6,000,275	\$ 2,428,284	\$ 165,639	\$ 78,560	\$ 87,079	\$ 14,371,596	\$ 10,232,343	\$ 4,139,254	57%	58%	57%
Materials and Supplies	\$ 1,993,879	\$ 1,606,877	\$ 387,002	\$ 1,593,381	\$ 1,296,515	\$ 296,866	\$ (400,498)	\$ (310,362)	\$ (90,136)	\$ 2,829,474	\$ 2,323,242	\$ 506,232	70%	69%	76%
Salaries & Benefits	\$ 2,628,361	\$ 2,325,147	\$ 303,214	\$ 2,590,427	\$ 2,253,671	\$ 336,756	\$ (37,934)	\$ (71,476)	\$ 33,542	\$ 4,440,736	\$ 3,863,440	\$ 577,296	59%	60%	53%
Services	\$ 561,107	\$ 453,034	\$ 108,073	\$ 525,952	\$ 420,763	\$ 105,189	\$ (35,155)	\$ (32,271)	\$ (2,884)	\$ 901,639	\$ 721,311	\$ 180,328	62%	63%	60%
Other	\$ 178,112	\$ 158,864	\$ 19,248	\$ 243,261	\$ 233,158	\$ 10,103	\$ 65,149	\$ 74,294	\$ (9,145)	\$ 456,985	\$ 434,136	\$ 22,849	39%	37%	84%
Casualty and liability insurance	\$ 310,664	\$ 279,749	\$ 30,915	\$ 377,489	\$ 351,064	\$ 26,425	\$ 66,825	\$ 71,315	\$ (4,490)	\$ 647,122	\$ 601,823	\$ 45,299	48%	46%	68%
Utilities	\$ 95,307	\$ 87,715	\$ 7,592	\$ 98,728	\$ 93,793	\$ 4,935	\$ 3,421	\$ 6,078	\$ (2,657)	\$ 169,246	\$ 160,784	\$ 8,462	56%	55%	90%
Taxes	\$ 15,893	\$ 12,738	\$ 3,155	\$ 15,940	\$ 12,752	\$ 3,188	\$ 47	\$ 14	\$ 33	\$ 21,727	\$ 17,382	\$ 4,345	73%	73%	73%
<i>Total Operating Expenses:</i>	<i>\$ 14,046,243</i>	<i>\$ 10,845,839</i>	<i>\$ 3,200,404</i>	<i>\$ 13,873,737</i>	<i>\$ 10,661,991</i>	<i>\$ 3,211,746</i>	<i>\$ (172,506)</i>	<i>\$ (183,848)</i>	<i>\$ 11,342</i>	<i>\$ 23,838,525</i>	<i>\$ 18,354,460</i>	<i>\$ 5,484,065</i>	<i>59%</i>	<i>59%</i>	<i>58%</i>
<b>NON-OPERATING REV</b>															
Federal Funds	\$ -	\$ -	\$ -	\$ 324,604	\$ -	\$ 324,604	\$ (324,604)	\$ -	\$ (324,604)	\$ 556,469	\$ -	\$ 556,469			
State Funds	\$ 10,786,603	\$ 8,511,964	\$ 2,274,639	\$ 9,141,570	\$ 7,686,847	\$ 1,454,723	\$ 1,645,033	\$ 825,117	\$ 819,916	\$ 15,738,153	\$ 13,264,443	\$ 2,473,710	69%	64%	92%
Local Funds	\$ 217,454	\$ 217,454	\$ -	\$ 1,445,435	\$ 328,424	\$ 1,117,011	\$ (1,227,981)	\$ (110,970)	\$ (1,117,011)	\$ 2,477,894	\$ 563,014	\$ 1,914,880	9%	39%	
Inter-Operator Agreements	\$ 2,802,043	\$ 2,802,043	\$ -	\$ 1,634,528	\$ 1,634,528	\$ -	\$ 1,167,515	\$ 1,167,515	\$ -	\$ 2,802,048	\$ 2,802,048	\$ -	100%	100%	
Interest & Other Misc Income	\$ 5,744	\$ 5,332	\$ 412	\$ 2,912	\$ 2,331	\$ 581	\$ 2,832	\$ 3,001	\$ (169)	\$ 5,002	\$ 4,002	\$ 1,000	115%	133%	41%
<i>Total Non-operating Revenues:</i>	<i>\$ 13,811,844</i>	<i>\$ 11,536,793</i>	<i>\$ 2,275,051</i>	<i>\$ 12,549,049</i>	<i>\$ 9,652,130</i>	<i>\$ 2,896,919</i>	<i>\$ 1,262,795</i>	<i>\$ 1,884,663</i>	<i>\$ (621,868)</i>	<i>\$ 21,579,566</i>	<i>\$ 16,633,507</i>	<i>\$ 4,946,059</i>	<i>64%</i>	<i>69%</i>	<i>46%</i>
<b>EXCESS REV/(EXP)</b>	<b>\$ 1,159,032</b>	<b>\$ 1,652,386</b>	<b>\$ (493,354)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,159,032</b>	<b>\$ 1,652,386</b>	<b>\$ (493,354)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (0)</b>			

Agenda Item #5b  
Eastern Contra Costa Transit Authority  
Board of Directors Meeting  
February 26, 2020

## Staff Report to ECCTA Board of Directors

**Meeting Date:** February 26, 2020

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

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

**Approved:** Jeanne Krieg, Chief Executive Officer

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Marketing has had a busy month of outreach, research, and community education. We continue to work toward our vision of creating a unified voice for Tri Delta Transit. Listed below are the major items my department is researching, working on, and developing.

### Current Community Events

Marketing continues to participate in local events, allowing us to educate the public about our wide range of transportation options. Here are just a few of the events we have participated in, or plan to, in coming months:

- Field trip visit from Revitalize Day Program in Pittsburg, January
- Presentation at the Pittsburg Senior Center, January
- Visit by K-9 STAC and local police, January
- Field trip visit from Sierra School, February
- Visit by Guide Dogs for the Blind, February
- Presentation at Somerset Senior Apartments, February
- Field Trip visit from Working Wonders Day Program, March
- Presentation at East County Resource & Networking Meeting, March
- Presentation for Overcoming Transportation Barriers, CC Behavioral Health, June

### ODAT

In early February I was invited to visit ODAT, a non-profit organization that provides positive educational and personal growth opportunities for local youth. Their Transportation Justice Youth Team created a Youth Transportation Justice Report that focused on the needs, concerns, and suggestions of youth in our community. Their presentation and report was thoughtful and insightful. Together we determined ways in which their group might assist with outreach as well as education opportunities for the community. I am excited to work with a group so dedicated to social justice and transportation. *“Public transportation is more than just a ride- it’s a route to opportunity”* ODAT La Mesa Youth Leadership Council Member. <https://www.odatec.org/>

### **Field Trips**

Tri Delta Transit has had a recent surge in visitors. Marketing enjoys hosting field trips, it allows us to educate the public about our services, ensure their questions are answered and meet the unique needs of each group. Our tours include instruction on how to read a bus schedule, board a bus, and pay for their trip. We have also been offering tours to our four legged friends. Service animals need exposure to transit in order to better assist their handler. Recently we have had K-9s from Stockton Unified School District Police Department, Cal Fire Police Department, and UC Berkeley Police Department. These dogs need the experience of searching a bus and we were happy to help. We also had a visit from Guide Dogs for the Blind. The exposure to the movements and sounds of a bus will ensure these dogs are of great assistance.

### **SchoolPool**

511CC has renewed their popular SchoolPool offer. SchoolPool is a program that encourages students in grades 6-12 to use public transit instead of a car to get to and from school. The Spring 2020 East Contra Costa County SchoolPool program offers complimentary introductory Tri Delta Transit bus passes for up to three (3) students per household. The application period is from March 2<sup>nd</sup> to the 31<sup>st</sup>. 511CC does a wonderful job of informing schools and past participants of the program. Marketing will boost the signal by advertising with our community partners, on our web site, and social media. Allowing students early access to transit ensures they will consider public transportation for their future transportation needs.

### **APTA Marketing Conference**

I am excited to attend the annual APTA Marketing Conference in February. This conference is a wonderful opportunity to share ideas with transit agencies across the country. I will be looking at ways to invigorate our community outreach and find unique campaigns that will serve East Contra Costa County. I will be hosting my first round table discussion about Transit Driver Appreciation Day which will be held, nationwide, on March 18, 2020.

### **Tri MyRide**

Marketing has worked closely with the procurement department over the last few months to ensure that the information gathered through our pilot program is used to create an amazing passenger experience with the next launch of Tri MyRide. There has been an explosion in microtransit technology providers. Each transit agency handles microtransit differently. Our pilot program has allowed Tri Delta Transit to work towards the unique needs of our community. Marketing looks forward to the next stage of Tri MyRide making it even better than before.

### **Upcoming Events/Promotions:**

- **Driver Appreciation Day, March 18th**  
This year we plan to make it bigger and better than ever as we let the community participate and share stories about their favorite bus operators.
- **Shred-It event , April 30th**  
After last year's success we have decided to open this event up to the community, allowing them to shred documents from 9am-1pm for free.

# **TAB 2**

Agenda Item #6a  
CEO's REPORT

## **Board of Directors Meeting**

Wednesday February 26, 2020

ECCTA Boardroom  
801 Wilbur Avenue, Antioch, CA 94509



# Chief Executive Officer's Report

February 2020



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*

- BART changed their schedules and fares. The schedule change had little impact to east county service.
- Construction at the Antioch BART station is scheduled to begin in March. The project will improve bus, pedestrian, and bicycle access to the BART station as well as add parking spaces.
- Staff met with officials from Los Medanos College and the City of Brentwood to discuss transportation plans to the new LMC campus opening in Brentwood for the Fall 2020 semester.
- Interviews of software/app contractors were conducted for Tri Delta Transit's Microtransit program (Tri MyRide). The new buses, approved by the Board of Directors during the December board meeting, are scheduled to be delivered mid-June.
- Firms who submitted a complete proposal in response to the Request for Proposal for a system redesign were interviewed.
- In January, Governor Newsom announced an Executive Order that requests all counties, cities, public transit agencies, special districts, school districts, tribal governments, and non-governmental entities, including businesses, faith-based organizations, and other non-profit agencies, to examine their own ability to provide shelter and house homeless individuals on a short-term emergency basis and coordinate with local authorities to provide shelter and house individuals. Staff is determining what this means to Tri Delta Transit.
- Responses to the Request for Proposal for auditing services and bus shelters are due the week of February 24<sup>th</sup>. Staff will present the results and a recommendation during the March 25<sup>th</sup> board meeting.
- We will host a free community Shred-It event at the Tri Delta Transit facility on April 30<sup>th</sup> from 9am – 1pm.
- UC Berkeley's PATH program applied for CalTrans funding for phase III of the IDTO project.
- Staff is working on renewing our Green Business certification.
- Transportation Development Act reformation is progressing. At the request of Senator Beall and Assemblyman Frazier, a task force of California Transit Association members is developing a legislative recommendation for reforms that address performance requirements.
- The guide dog puppy training group conducted a session at the facility and on the buses. The goal is to get the puppies accustomed to the sounds, smells, and movement of public transportation.
- Staff attended a Zero Emission Bus seminar to learn more about options as we move toward meeting the CARB requirements for a 100% zero emission fleet by 2040.

### **Agenda Item #6a**

*Eastern Contra Costa Transit Authority  
Board of Directors Meeting  
February 26, 2020*

# **TAB 3**

Agenda Item #7a

DISCUSSION ITEM: Title VI Oakley Park and Ride Outreach

## **Board of Directors Meeting**

Wednesday February 26, 2020

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

## Staff Report to ECCTA Board of Directors

**Meeting Date:** February 26, 2020  
**Agenda Item:** Title VI Oakley Park and Ride Outreach– Agenda Item #7a  
**Lead Staff:** Tania Babcock, Executive Assistant/Civil Rights Officer  
**Approved:** Jeanne Krieg, Chief Executive Officer

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### **Background**

Eastern Contra Costa Transit Authority's (ECCTA's) Title VI program provides policy, procedure, and data analysis to comply with guidelines issued by the Federal Transit Administration (FTA) of the United States Department of Transportation (USDOT) to implement Title VI of the 1964 Civil Rights Act. The intent of Title VI is to assure that no person shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any program or activity receiving Federal financial assistance.

### **Tri Delta Transit's Requirements**

ECCTA purchased land for the Oakley Park and Ride lot in 2008. The environmental study was completed in 2008 and construction plans were completed in 2009. ECCTA received approval from the City of Oakley in 2009 for construction. ECCTA received federal funding for construction of the park and ride lot in 2019. Construction plans were updated in 2019 to reflect changes in code requirements and the California Environmental Quality Act (CEQA) documents were re-submitted in 2019. ECCTA is currently awaiting final approval for construction of the Oakley Park and Ride lot from the City of Oakley.

ECCTA's Public Participation Plan in the Title VI program seeks to:

- Inform the public about transportation issues and the planning process.
- Establish the process whereby the public can express concerns, desires, and values.
- Reach a wide range of residents and increase the participation of under-represented populations.
- Ensure ECCTA's programs and activities reflect community values.
- Improve service based on public input.

As required by the Public Participation Plan, ECCTA plans to provide outreach to residents of Oakley who are located within ½ mile radius of the planned Oakley Park and Ride lot off Main Street near E. Cypress Road. ECCTA is currently working with staff at Oakley City Hall to select dates and times for the public meetings. At this time, we expect to hold the public meetings during the month of April.

Information regarding the Oakley Park and Ride lot will be placed online at [www.TriDeltaTransit.com](http://www.TriDeltaTransit.com) and shared through social media channels. An invitation to attend the public meetings will be mailed to residents and businesses located within the ½ mile radius. The postcard will also be delivered to local community stakeholders including:

- City of Oakley
- Delta Vista Middle School
- Oakley Library
- O'Hara Park School
- Oakley Chamber of Commerce
- Iron House Elementary School
- Iron House Sanitary District
- Oakley Senior Center
- La Clinica

### **Requested Action**

No action is requested. Staff will provide a follow up report after the public meetings are held.

# **TAB 4**

Agenda Item #7b

**ACTION ITEM: Title VI Major Service Change Policy/Disparate Impact and  
Disproportionate Burden Policy**

Resolution 200226A

## **Board of Directors Meeting**

**Wednesday February 26, 2020**

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

## Staff Report to ECCTA Board of Directors

**Meeting Date:** February 26, 2020

**Agenda Item:** Title VI Major Service Change Policy/Disparate Impact and Disproportionate Burden Policy– Agenda Item #7b

**Lead Staff:** Tania Babcock, Executive Assistant/Civil Rights Officer

**Approved:** Jeanne Krieg, Chief Executive Officer

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### Background

Eastern Contra Costa Transit Authority's (ECCTA's) Title VI program provides policy, procedure, and data analysis to comply with guidelines issued by the Federal Transit Administration (FTA) of the United States Department of Transportation (USDOT) to implement Title VI of the 1964 Civil Rights Act. The intent of Title VI is to assure that no person shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any program or activity receiving Federal financial assistance.

### Major Service Change Policy

ECCTA is updating its Title VI Major Service Change Policy to reflect current guidelines from the FTA Title VI Circular 4702.1B. ECCTA is committed to meeting the public transit needs of East County residents. To ensure this, ECCTA will provide an opportunity for a public hearing prior to making a final decision on any increase to the basic fare structure or on any major service change.

The following defines a major service change or fare change, with exceptions also noted.

1. A transit route is added or eliminated; or
2. A reduction or increase of 25 percent or more in total vehicle revenue miles in service on any specific route over a one month period; or
3. A change in the routing of a bus route, when it is in service that alters 40 percent or more of the route's path.

Exceptions to the "major service change" include the following.

- Standard seasonal variations in service.
- Experimental or emergency fare changes may be instituted for six months or less without an equity analysis being completed; Experimental or emergency service changes may be instituted for twelve months or less without an equity analysis being completed.

- Changes to a route with productivity that is fifty (50) percent or below 18 passengers per revenue hour (Tri Delta Transit productivity standard) in a typical service day are not considered "major," unless service on that route is eliminated completely on any such day. Productivity refers to the number of passengers carried per revenue hour or per trip.
- Restoration of service previously eliminated due to budget constraints, provided the service runs on the same route as it had prior to its elimination, subject to minor deviations that do not exceed the requirements of (1), (2), or (3) above.

### **Disparate Impact and Disproportionate Burden Policy**

The Disparate Impact and Disproportionate Burden Policy was developed pursuant to the FTA Title VI Circular 4702.1B, following a public participation process, and adopted by the ECCTA Board of Directors on April 22, 2015. The purpose of the Disparate Impact and Disproportionate Burden Policy is to define when impacts of a Major Service Change or a fare change result in disparate impacts or disproportionate burdens on protected populations or riders, defined as minority or low-income populations or riders. A finding of disproportionate impacts would determine whether Tri Delta Transit may need to take additional steps to avoid, minimize or mitigate impacts.

The policy defines a disparate impact as a neutral policy or practice that disproportionately and adversely affects members of a group identified by race, color, or national origin. Further the policy defines a disproportionate burden as a neutral policy or practice that disproportionately and adversely affects low-income populations.

#### ***Threshold for Disparate Impact and Disproportionate Burden***

The policy provides a process and threshold for determining if a disparate impact or disproportionate burden has resulted in a service change. In assessing disparate impact and disproportionate burden, Tri Delta Transit determines adverse impact based on a threshold that compares benefits and adverse impacts between protected and non-protected populations. The following definitions apply to determine if a disparate impact or disproportionate burden may exist.

1. For adverse effects or service decreases, a disparate impact or disproportionate burden will occur when the protected population impacted by service decreases is greater than 10 percentage points above the percentage of the protected population system wide.
2. For benefits or service increases, a disparate impact or disproportionate burden will occur when the protected population impacted by service benefits is less than 10 percentage points below the percentage of the protected population system wide.

### **Requested Action**

Adopt Resolution #200226A which approves the Title VI Major Service Change Policy/Disparate Impact and Disproportionate Burden Policy.



# TRI DELTA TRANSIT

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

## RESOLUTION #200226A

### Title VI Major Service Change Policy/Disparate Impact and Disproportionate Burden Policy

**Resolution #200226A adopts ECCTA's Title VI Major Service Change Policy and Disparate Impact and Disproportionate Burden Policy, in compliance with FTA Circular 4702.1B.**

**WHEREAS**, the Federal Transit Administration requires Eastern Contra Costa Transit Authority (ECCTA) to conform to Title VI of the Civil Rights Act of 1964, its amendments, and related statutes and Executive Orders, including Environmental Justice and Limited English Proficiency; and

**WHEREAS**, ECCTA is required to comply with FTA Circular 4702.1B;

**WHEREAS**, ECCTA has established a Major Service Change Policy and Disparate Impact and Disproportionate Burden Policy complying with FTA Circular 4702.1B;

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Directors of the Eastern Contra Costa Transit Authority to adopt Resolution #200226A approving ECCTA's Title VI Major Service Change Policy and Disparate Impact and Disproportionate Burden Policy.

PASSED AND ADOPTED THIS 26<sup>th</sup> day of February 2020, by the following votes:

### EASTERN CONTRA COSTA TRANSIT AUTHORITY

\_\_\_\_\_  
Robert Taylor, Chair

\_\_\_\_\_  
Jeanne Krieg, Chief Executive Officer

**AYES:** \_\_\_\_\_  
**NOES:** \_\_\_\_\_  
**ABSENT:** \_\_\_\_\_  
**ABSTENTIONS:** \_\_\_\_\_



# **TAB 5**

Agenda Item #7c

**ACTION ITEM: Bus Exterior Advertising**

Resolution 200226B

## **Board of Directors Meeting**

**Wednesday February 26, 2020**

**ECCTA Boardroom**

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

## Staff Report to ECCTA Board of Directors

**Meeting Date:** February 26, 2020  
**Agenda Item:** Bus Exterior Advertising – Agenda Item #7c  
**Lead Staff:** Joe Chappelle, Manager of Administrative Services  
**Approved:** Jeanne Krieg, Chief Executive Officer

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### Background

ECCTA's contract with Lamar Advertising for the use of external advertising space on our buses expires on March 31, 2020. As such, it was time to seek proposals for a new three year contract, with two one-year options, for the use of external advertising space on ECCTA's fixed route and paratransit buses.

### Process

November 14, 2019: ECCTA published RFP #2019-004 for the use of external advertising space on ECCTA's fixed route and paratransit buses. The RFP was publically advertised, mailed to 10 firms, and posted on ECCTA's website.

December 10, 2019: one firm attended a pre-proposal meeting.

January 17, 2020: ECCTA received two responsive proposals from:

- Lamar Advertising
- Vector Media

After reviewing the technical and price proposals, it was determined that Vector Media was the highest ranked proposer that offered ECCTA the highest quality service for the best value possible. The terms are as follows:

Year	Minimum Annual Guarantee	Percent Share
1	\$160,000	55%
2	\$170,000	55%
3	\$180,000	55%
Option Year 1	\$190,000	60%
Option Year 2	\$200,000	60%

### Requested Action

Adopt Resolution #200226B authorizing the CEO to execute and enter into a three year contract, with two one-year options, for the use of external advertising space on ECCTA's fixed route and paratransit buses with Vector Media.



# TRI DELTA TRANSIT

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

## RESOLUTION #200226B

### Authorization for Award of Contract for Bus Exterior Advertising

Resolution #200226B authorizes the CEO to execute and enter into a three year contract, with two one-year options, for the external use of advertising space located on ECCTA's fixed route and paratransit buses for the terms listed below:

Year	Minimum Annual Guarantee	Percent Share
1	\$160,000	55%
2	\$170,000	55%
3	\$180,000	55%
Option Year 1	\$190,000	60%
Option Year 2	\$200,000	60%

**WHEREAS**, ECCTA's contract with Lamar Advertising expires on March 31, 2020; and

**WHEREAS**, RFP #2019-004 was advertised and mailed out to 10 firms by ECCTA on November 14, 2020, for a three year contract, with two one-year options; and

**WHEREAS**, two responsive proposals were received; and

**WHEREAS**, Vector Media is the recommendation of ECCTA as providing the highest quality service for the best value possible;

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Directors of the Eastern Contra Costa Transit Authority to adopt Resolution #200226B authorizing the CEO to execute and enter into a three year contract, with two one-year options, for the external use of advertising space on ECCTA's fixed route and paratransit buses with Vector Media.

**PASSED AND ADOPTED THIS** 26<sup>th</sup> day of February 2020, by the following votes:



# TRI DELTA TRANSIT

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

## EASTERN CONTRA COSTA TRANSIT AUTHORITY

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Robert Taylor, Chair

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Jeanne Krieg, Chief Executive Officer

**AYES:** \_\_\_\_\_  
**NOES:** \_\_\_\_\_  
**ABSENT:** \_\_\_\_\_  
**ABSTENTIONS:** \_\_\_\_\_

# **TAB 6**

Agenda Item #7d

ACTION ITEM: System Redesign Consultant

Resolution 200226C

## **Board of Directors Meeting**

Wednesday February 26, 2020

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

## Staff Report to ECCTA Board of Directors

**Meeting Date:** February 26, 2020  
**Agenda Item:** System Redesign Consultant – Agenda Item #7d  
**Lead Staff:** Joe Chappelle, Manager of Administrative Services  
**Approved:** Jeanne Krieg, Chief Executive Officer

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### Background

Due to several planned changes and additions to ECCTA's service and service options including the construction of the Oakley Park and Ride lot, the success of the Tri MyRide microtransit pilot program, and the anticipated opening of the new Brentwood Los Medanos College campus, ECCTA is required by FTA's Title VI requirements to perform various public outreach and analyses in order to ensure that changes and additions made do not disproportionately burden or disparately impact those of low-income or minority populations. Such outreach and analysis will also allow ECCTA to make necessary changes based on public input. To achieve these aims, ECCTA published an RFP on January 3, 2020 for the services of a consultant to perform this work.

### Process

January 3, 2020: ECCTA published RFP 2020-001 for the evaluation of ECCTA's bus routes and redesign of its system. The RFP was publically advertised, mailed to 22 firms, and posted on ECCTA's website.

January 22, 2020: six firms attended a pre-proposal meeting.

February 3, 2020: ECCTA received four responsive proposals from:

- Nelson/Nygaard
- TMD
- CHS Consulting
- Advanced Mobility Group

After reviewing the technical and price proposals, it was determined that Advanced Mobility Group was the highest ranked proposer that offered ECCTA the highest quality service for the best value possible.

### Requested Action

Adopt Resolution #200226C authorizing the CEO to execute and enter into a contract for the evaluation of ECCTA's bus routes and redesign of its system with Advanced Mobility Group for an amount not to exceed \$260,000 which includes a 10% contingency.



# TRI DELTA TRANSIT

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

## **RESOLUTION #200226C** **Authorization for Award of Contract for** **System Redesign Consultant**

**Resolution #200226C authorizes the CEO to execute and enter into a contract for the evaluation of ECCTA's bus routes and redesign of its system with Advanced Mobility Group.**

**WHEREAS**, ECCTA would like to receive public input on several planned changes and additions to ECCTA's service and service options, including the Oakley Park and Ride lot construction and the expansion of the Tri MyRide microtransit program; and

**WHEREAS**, ECCTA is required to perform Title VI outreach and analyses for the FTA for these planned changes and additions; and

**WHEREAS**, RFP #2020-001 was advertised and mailed out to 22 firms by ECCTA on January 3, 2020; and

**WHEREAS**, Advanced Mobility Group is the recommendation of ECCTA as providing the highest quality service for the best value possible;

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Directors of the Eastern Contra Costa Transit Authority to adopt Resolution #200226C authorizing the CEO to execute and enter into a contract for the evaluation of ECCTA's bus routes and redesign of its system with Advanced Mobility Group for an amount not to exceed \$260,000, which includes a 10% contingency.

**PASSED AND ADOPTED THIS 26<sup>th</sup> day of February 2020**, by the following votes:

### **EASTERN CONTRA COSTA TRANSIT AUTHORITY**

\_\_\_\_\_  
Robert Taylor, Chair

\_\_\_\_\_  
Jeanne Krieg, Chief Executive Officer

**AYES:** \_\_\_\_\_  
**NOES:** \_\_\_\_\_  
**ABSENT:** \_\_\_\_\_  
**ABSTENTIONS:** \_\_\_\_\_

# **TAB 7**

Agenda Item #7e

DISCUSSION ITEM: Microtransit Technology Provider

## **Board of Directors Meeting**

Wednesday February 26, 2020

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509



## Staff Report to ECCTA Board of Directors

**Meeting Date:** February 26, 2020  
**Agenda Item:** Microtransit Technology Provider – Agenda Item #7e  
**Lead Staff:** Joe Chappelle, Manager of Administrative Services  
**Approved:** Jeanne Krieg, Chief Executive Officer

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### **Background**

ECCTA's microtransit pilot program has proven to be very successful, totaling over 20,779 rides since its debut in June 2019. To build on this success, ECCTA developed an RFP for the provision and support of microtransit services over the course of a two year contract, with three one-year extensions.

### **Process**

November 14, 2019: ECCTA published RFP 2019-003 for the provision and support of microtransit services. The RFP was publically advertised, mailed to 29 firms, and posted on ECCTA's website.

December 10, 2019: four firms attended a pre-proposal meeting.

January 31, 2020: ECCTA received six responsive proposals.

February 18, 2020: ECCTA received one protest from one of the proposers determined by ECCTA to be non-responsive.

According to ECCTA's procurement protest procedures, no award can be made until at least five calendar days after the resolution of the protest. Due to this fact, ECCTA cannot bring a recommendation for award to the Board of Directors at this time.

### **Requested Action**

No further action is requested at this time.