



# 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 June 28, 2023

4:00pm

Eastern Contra Costa Transit Authority 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 Anissa Williams
  - 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 the last page of this agenda.

4. **Chair's Report:** Chair Anissa Williams

5. **Consent Calendar (ACTION ITEM):**

*(see attachment: tab #1)*

- a. Minutes of the Board of Directors meeting of May 24, 2023
- b. Financial Report
- c. Marketing and Customer Service Activities Report

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

6. **CEO's Report:** Rashidi Barnes

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

### Board of Directors:

City of Antioch

Lamar Thorpe \*\*

Monica Wilson

City of Brentwood

Joel Bryant

Tony Oerlemans

City of Oakley

Shannon Shaw

Anissa Williams \*

City of Pittsburg

Dionne Adams

Shanelle Scales-Preston

Contra Costa County

Diane Burgis

Federal Glover

Member-at-Large

Merl Craft

\* Chair: FY 2022-23

\*\* Vice-chair: FY 2022-23

**Board of Directors Meeting Agenda**  
**Wednesday June 28, 2023**

**7. ACTION ITEMS and DISCUSSION ITEMS**

- a. **DISCUSSION:** Dynamic Personal Microtransit (DPMT) Update  
*(see attachment: tab #3)*  
**No Action Requested**
- b. **ACTION ITEM:** Fare Equity Analysis for Mobile Ticket App Elimination  
*(see attachment: tab #4)*  
**Requested Action:** Adopt Resolution #230628B, accepting the findings of ECCTA's Paratransit Mobile Fare Payment Type Elimination Fare Equity Analysis.
- c. **ACTION ITEM:** Approval of FY2023-24 ECCTA Budget  
*(see attachment: tab #5)*  
**Requested Action:** Adopt Resolution #230628C approving the proposed FY2023-2024 ECCTA operating and capital budget.
- d. **ACTION ITEM:** Approval of the FY2023-24 Project List for The California State of Good Repair Program.  
*(see attachment: tab #6)*  
**Requested Action:** Adopt Resolution #230628D, approving ECCTA's fiscal year 2023-24 SGR Project List submittal.
- e. **ACTION ITEM:** On-Call Contract Award  
*(see attachment: tab #7)*  
**Requested Action:** Adopt Resolution #230628E authorizing the CEO to enter into three three-year contracts for on-call consulting services with Stantec Consulting Services Inc., Mark Thomas & Company, Inc., and BKF Engineers, each with two one-year options, with the stipulation that any task order in excess of \$100,000 to any of the three companies be submitted to the ECCTA Board of Directors for approval.

**Board of Directors Meeting Agenda**  
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- f. **ACTION ITEM:** ECCTA FY2023-2024 Insurance Policy  
(see attachment: tab #8)

**Requested Action:** Adopt Resolution #230628F authorizing ECCTA to apply for membership with GSRMA for insurance coverage in FY2023-2024.

- g. **ACTION ITEM:** FY2023-2024 ECCTA Board of Directors Election of Officers  
(see attachment: tab #9)

**Requested Action:**

#1: Elect Antioch Representative Lamar Thorpe to serve as Chair of the ECCTA Board of Directors for FY 2023-24.

#2: Elect a County Representative to serve as Vice-Chair of the ECCTA Board of Directors for FY 2023-24.

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: July 26, 2023 at 4:00pm, 801 Wilbur Avenue, Antioch, CA 94509.

**Board of Directors Meeting Agenda  
Wednesday June 28, 2023**

**Public Comment Guidelines:**

- Public comments can be submitted via e-mail to [CEO@trideltatransit.org](mailto:CEO@trideltatransit.org) Comments received one hour prior to the meeting will be distributed to the members of the Board of Directors and summarized in the minutes .
- Persons requesting to address the ECCTA Board of Directors in person 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 #5

Consent Calendar (ACTION ITEM): Minutes, Financial Report and  
Marketing Activities Report

## **Board of Directors Meeting**

Wednesday June 28, 2023

ECCTA Boardroom  
801 Wilbur Avenue, Antioch, CA 94509

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

MINUTES

May 24, 2023

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

**ROLL CALL / CALL TO ORDER**

BOARDMEMBERS

PRESENT: Joel Bryant (Brentwood); Sue Higgins (Alternate for Merl Craft, Member at Large); Kevin Romick (Alternate for Diane Burgis, Contra Costa County); Shanelle Scales-Preston (Pittsburg); Shannon Shaw (Oakley); Lamar Thorpe (Antioch/Vice-Chair); Anissa Williams (Chair)

ABSENT: Dionne Adams (Pittsburg); Federal Glover (Contra Costa County); Tony Oerlemans (Brentwood); Monica Wilson (Antioch)

STAFF PRESENT: Rashidi Barnes, Chief Executive Officer (CEO)  
Toan Tran, Chief Operating Officer (COO)  
Eli Flushman, General Counsel  
Agustin Diaz, Chief Financial Officer (CFO)  
Joe Chappelle, Manager of Administrative Services  
Leanne Lorono, Manager of Customer Service and Marketing  
DeAnna Perry, Manger of Accessible Services  
William Turner, Director of Maintenance  
Rosanna Dominguez, Executive Assistant

OTHERS

PRESENT: Yvette McNeese, TransDev General Manger  
Myeisha Williams, TransDev Assistant General Manager  
Hosie Pintily, TransDev Safety Manager  
Becky Vanderpool, TransDev Operator  
Jose Anguiano, Member of the public

**PLEDGE OF ALLEGIANCE**

Chair Williams led the Pledge of Allegiance.

### **PUBLIC COMMENT**

Jose Anguiano made a public comment regarding installing solar panels at the Oakley Park 'n Ride to charge electric vehicles for commuters coming from Sacramento and surrounding areas.

Chair Williams asked for representatives to report how many electric charging stations were currently located at Oakley Park 'n Ride. Chief Executive Officer Rashidi Barnes and TransDev General Manager Yevette McNeese reported two charging stations currently in service at Oakley Park 'n Ride.

### **CHAIR'S REPORT**

There was no Chair's Report.

### **CONSENT CALENDAR**

On motion by Director Thorpe, seconded by Director Scales-Preston, ECCTA Board members adopted the Consent Calendar, as follows, which carried by the following vote:

- A. Minutes of the Board of Directors meeting of April 26, 2023
- B. Financial Report
- C. Marketing and Customer Service Activities Report

AYES: Bryant, Higgins, Romick, Scales-Preston, Shaw, Thorpe, Williams

NOES: None

ABSTAIN: None

ABSENT: Adams, Glover, Oerlemans, Wilson

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

- A. Operations Report

Chief Executive Officer Rashidi Barnes provided a summary of the CTA Legislative Conference that he and Chief Operating Officer Toan Tran attended. Mr. Barnes reviewed the discussions that were had around budget reform and current deficit. Mr. Barnes stated how service cuts due to budget deficits within other transit agencies can impact Tri Delta Transit and our riders.

Mr. Barnes presented an update on the BB gun shootings that are still occurring. There have been 10 additional shootings since the last report. A consideration of an award for the capture of the shooters has been proposed.

Mr. Barnes gave a follow up report on Contra Cost County spending levels and their allocation. Mr. Barnes reported the data from Transit Worker Appreciation Day. Mr. Barnes included an update on meetings with Economic Development team members from Cities of Antioch and Brentwood, as well as a presentation given at Oakley's Planning commission about Tri Delta

Transit's current services in the city. Mr. Barnes reminded the board of upcoming APTA conference and the start of the Summer Youth Program.

Employee Becky Vanderpool was recognized for her action in putting out a fire that had started in the bus she was operating on April 27, 2023. Becky's quick action kept herself and riders safe, she is celebrating 17 years of service as an operator.

### **ACTION AND DISCUSSION ITEMS**

#### **A. Authorization for Low Carbon Transit Operations Program (LCTOP)**

Chief Financial Officer Agustin Diaz requested approval authorizing execution of the ECCTA FY2023 Low Carbon Transit Operations Program (LCTOP).

Response to inquiry from Director Romick, Chief Executive Officer Barnes reviewed the difference between electric fueled buses and hydrogen fueled buses and why both programs are necessary. Over time electric vehicles are not operationally practical to solely support the service areas. The plan is to have a 60/40 ratio of fleet that includes both electric and hydrogen fueled buses. Director Thorpe also inquired on what else or other projects these funds could be used for. Staff reviewed the distribution of funds and the parameters that are needed for spending these funds.

On motion by Director Romick, seconded by Director Shaw, ECCTA Board members adopted Resolution #230524A authorizing execution of the ECCTA FY2023 Low Carbon Transit Operations Program (LCTOP), carried by the following vote:

AYES: Bryant, Higgins, Romick, Scales-Preston, Shaw, Thorpe, Williams  
NOES: None  
ABSTAIN: None  
ABSENT: Adams, Glover, Oerlemans, Wilson

#### **B. Authorization of Filing for TDA and STA Funding**

Chief Financial Officer Agustin Diaz requested authorization for the Chief Executive Officer or their designee to file an application with the Metropolitan Transportation Commission for the FY2023-2024 allocation of Transportation Development Act and State Transit Assistance funds.

On motion by Director Shaw, seconded by Director Scales-Preston, ECCTA Board members adopted Resolution #230524B authorizing for the Chief Executive Officer or their designee to file an application with the Metropolitan Transportation Commission for the FY2023-2024 allocation of Transportation Development Act and State Transit Assistance funds, carried by the following vote:

AYES: Bryant, Higgins, Romick, Scales-Preston, Shaw, Thorpe, Williams  
NOES: None  
ABSTAIN: None  
ABSENT: Adams, Glover, Oerlemans, Wilson

#### C. Approval of FY2023-24 ECCTA Budget

This agenda item was motioned for continuance by Chair Williams to the Board Meeting occurrence on June 28, 2023. Public comments were invited but none were submitted.

On motion by Director Romick, seconded by Director Bryant, ECCTA Board members approved to continue agenda item 7c to the next Board Meeting occurrence on June 28, 2023, carried by the following vote:

AYES: Bryant, Higgins, Romick, Scales-Preston, Shaw, Thorpe, Williams  
NOES: None  
ABSTAIN: None  
ABSENT: Adams, Glover, Oerlemans, Wilson

#### BOARD OF DIRECTORS COMMENTS

Director Scales-Preston presented Pittsburg Car Show from 6-8pm, that has live music.

Director Sue Higgins presented for Memorial Day City of Oakley will have services out at City Hall, May 27<sup>th</sup> 10am

Director Shannon Shaw presented June 2<sup>nd</sup> Friday Night Bites

#### ADJOURNMENT

The meeting of the Eastern Contra Costa Transit Authority adjourned at 4:40 P.M. to June 28, 2023 at 4:00 P.M. in the ECCTA Administration Facility, 801 Wilbur Avenue, Antioch, California.

Respectfully submitted,  
Rosanna Dominguez  
Executive Assistant

**TRI DELTA TRANSIT**  
**Income Statement - Comparison to Annual Budget**  
As of May 31, 2023  
*(unaudited)*

	YTD Actual			YTD Budget			YTD Variance <i>favorable/unfavorable</i>			FY23 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	\$ 1,475,805	\$ 846,332	\$ 629,473	\$ 1,587,670	\$ 907,095	\$ 680,575	\$ (111,865)	\$ (60,763)	\$ (51,102)	\$ 1,739,509	\$ 993,177	\$ 746,332	85%	85%	84%
Other Income	\$ 438,770	\$ 180,000	\$ 258,770	\$ 357,583	\$ 170,000	\$ 187,583	\$ 81,187	\$ 10,000	\$ 71,187	\$ 375,276	\$ 170,000	\$ 205,276	117%	105%	125%
<i>Total Operating Revenues:</i>	\$ 1,914,575	\$ 1,026,332	\$ 888,243	\$ 1,945,253	\$ 1,077,095	\$ 868,158	\$ (30,678)	\$ (50,763)	\$ 20,085	\$ 2,114,785	\$ 1,163,177	\$ 951,608	91%	88%	93%
<b>NON-OPERATING REVENUES</b>															
Federal Funds	\$ 4,411,188	\$ 2,312,135	\$ 2,099,063	\$ 3,997,741	\$ 2,320,626	\$ 1,677,115	\$ 413,447	\$ (8,491)	\$ 421,938	\$ 4,361,172	\$ 2,531,532	\$ 1,829,580	101%		115%
State Funds	\$ 14,908,961	\$ 12,323,882	\$ 2,585,079	\$ 19,607,389	\$ 15,700,565	\$ 3,906,823	\$ (4,698,428)	\$ (3,376,694)	\$ (1,321,744)	\$ 21,512,953	\$ 17,228,711	\$ 4,284,242	69%	72%	60%
Local Funds	\$ 2,092,509	\$ 869,882	\$ 1,222,627	\$ 1,919,755	\$ 806,555	\$ 1,113,200	\$ 172,754	\$ 68,327	\$ 109,427	\$ 2,094,279	\$ 879,879	\$ 1,214,400	100%	99%	101%
Inter-Operator Agreements	\$ 1,404,496	\$ 1,404,496	\$ -	\$ 1,287,455	\$ 1,287,455	\$ -	\$ 117,041	\$ 117,041	\$ -	\$ 1,404,496	\$ 1,404,496	\$ -	100%	100%	n/a
Interest & Other Misc Income	\$ 22,454	\$ 18,952	\$ 3,502	\$ 9,168	\$ 7,334	\$ 1,834	\$ 13,286	\$ 11,618	\$ 1,668	\$ 10,000	\$ 8,000	\$ 2,000	225%	237%	175%
<i>Total Non-operating Revenues:</i>	\$ 22,839,608	\$ 16,929,347	\$ 5,910,251	\$ 26,821,508	\$ 20,122,596	\$ 6,698,972	\$ (3,981,900)	\$ (3,193,189)	\$ (788,711)	\$ 29,982,900	\$ 22,052,678	\$ 7,930,222	78%	77%	81%
<i>Total Revenues:</i>	\$ 24,754,183	\$ 17,955,679	\$ 6,798,504	\$ 28,766,761	\$ 21,199,691	\$ 7,567,130	\$ (4,012,578)	\$ (3,243,952)	\$ (768,626)	\$ 31,497,685	\$ 23,215,855	\$ 8,281,830			
<b>OPERATING EXPENSES</b>															
Purchased Transportation	\$ 17,666,587	\$ 11,977,265	\$ 5,689,322	\$ 16,845,936	\$ 11,083,900	\$ 5,752,036	\$ (820,651)	\$ (683,365)	\$ 62,714	\$ 18,473,766	\$ 12,170,311	\$ 6,303,455	96%	98%	90%
Materials and Supplies	\$ 4,642,606	\$ 3,785,175	\$ 857,431	\$ 4,123,899	\$ 3,223,794	\$ 908,105	\$ (516,707)	\$ (561,381)	\$ 42,674	\$ 4,525,155	\$ 3,539,656	\$ 985,499	103%	107%	87%
Salaries & Benefits	\$ 5,453,450	\$ 4,766,390	\$ 697,060	\$ 5,636,136	\$ 5,065,597	\$ 550,539	\$ 182,696	\$ 329,207	\$ (146,521)	\$ 6,148,512	\$ 5,547,924	\$ 600,588	89%	86%	118%
Services	\$ 1,030,600	\$ 746,658	\$ 283,942	\$ 953,977	\$ 737,871	\$ 216,126	\$ (76,603)	\$ (8,787)	\$ (67,816)	\$ 1,036,006	\$ 804,950	\$ 231,056	99%	93%	123%
Other	\$ 416,961	\$ 347,974	\$ 68,987	\$ 368,851	\$ 319,088	\$ 49,763	\$ (48,110)	\$ (28,866)	\$ (19,224)	\$ 401,444	\$ 347,420	\$ 54,024	104%	100%	128%
Casualty and liability insurance	\$ 574,980	\$ 488,275	\$ 86,705	\$ 614,168	\$ 543,165	\$ 70,983	\$ 32,193	\$ 54,910	\$ (15,722)	\$ 670,003	\$ 592,566	\$ 77,437	86%	82%	112%
Utilities	\$ 222,909	\$ 188,314	\$ 34,595	\$ 200,756	\$ 177,592	\$ 23,164	\$ (22,153)	\$ (10,722)	\$ (11,431)	\$ 219,781	\$ 194,424	\$ 25,357	101%	97%	136%
Taxes	\$ 20,436	\$ 15,673	\$ 4,763	\$ 18,196	\$ 14,911	\$ 3,285	\$ (2,240)	\$ (652)	\$ (1,373)	\$ 23,018	\$ 18,604	\$ 4,414	89%	84%	108%
<i>Total Operating Expenses:</i>	\$ 30,028,529	\$ 22,305,724	\$ 7,722,806	\$ 28,761,939	\$ 21,195,638	\$ 7,566,101	\$ (1,266,590)	\$ (1,109,999)	\$ (156,704)	\$ 31,497,685	\$ 23,215,855	\$ 8,281,830	95%	96%	93%
<b>EXCESS REV/(EXP)</b>	\$ (5,274,346)	\$ (4,350,045)	\$ (924,301)	\$ 4,822	\$ 3,793	\$ 1,029	\$ (2,745,988)	\$ (2,134,066)	\$ (611,922)	\$ 0	\$ 0	\$ -			

Agenda Item #56  
Eastern Contra Costa Transit Authority  
Board of Directors Meeting  
June 28, 2023

## Staff Report to ECCTA Board of Directors

**Meeting Date:** June 28, 2023

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

**Lead Staff:** Leeann Loroño, Manager of Customer Service and Marketing

**Approved:** Rashidi Barnes, Chief Executive Officer

Tri Delta Transit strives to provide top notch service to our customers and the community, as well as communicate the pivotal role Tri Delta Transit plays in the community. Here are some projects Marketing has been working on.

 <p>The image shows a promotional poster for the Summer Youth Pass on the left and a physical pass card on the right. The poster features a sun with sunglasses and a bus, with text: 'SUMMER YOUTH PASS', 'More Info + Order Online: 511cc.org/youthpass', 'Only \$30', 'Ages 6-18', 'Go More Places All Summer Long', and logos for County Connection, TRI DELTA TRANSIT, and WE/TCAT. The pass card is blue with '2023 SUMMER YOUTH PASS' and 'Pass valid June 1 - August 31, 2023'.</p>	<p><b>June Marketing Campaign –</b></p> <p>June will again feature the Summer Youth Pass as sales continue. This pass gives riders, ages 6-18 unlimited rides from June 1<sup>st</sup> to August 31<sup>st</sup> for \$30.</p> <p>To date: 70 passes have been sold within our service area. Passes are available at Tri Delta Transit front office and on-line at <a href="http://511cc.org/youthpass">511cc.org/youthpass</a>.</p>
 <p>Two photographs showing community events. The left photo shows a booth at an outdoor festival with people and a table. The right photo shows children at a table, one wearing a Star Wars shirt.</p>	<p><b>Into the Community</b></p> <p>Tri Delta Transit had a great time interacting with riders and giving out information at the Pittsburg Green Footprint Festival, June 2nd (shown here) and Bay Point Unity for All Resource Faire, June 24<sup>th</sup>.</p> <p>Upcoming events Tri Delta Transit will attend:</p> <ul style="list-style-type: none"><li>• DBE/ACDBE Certification Workshop, June 29th</li><li>• Oakley Summerfest, July 1<sup>st</sup></li><li>• Select school registrations</li></ul>

### Highlighting Special Occasions

Tri Delta Transit celebrates occasions along with our riders.

This month, we honored:

- Memorial Day
- Pride Month
- Men’s Mental Health
- Juneteenth



### Ongoing projects:

### Transit Takes You Places

Tri Delta Transit takes you to the people, places and things that you love. We love our local food and music events! If you have an event that a Tri Delta Transit route goes near or to, send it to [comments@eccta.org](mailto:comments@eccta.org), and we will let riders know.



### Continued Customer Service

Tri Delta Transit strives to keep riders informed about road closures and detours that might impact their daily travel.

We post messages on our dedicated alert social media sites to make it easy to find important information.



## SOCIAL MEDIA ANALYTICS

Following please find a brief summary of metrics for the Tri Delta Transit social media accounts.

MAIN ACCOUNTS	MONTHS		
	MARCH 2023	APRIL 2023	MAY 2023
Followers			
Facebook	1.2K	1.2K	1.3K
Instagram	926	934	944
Twitter	1,024	1,024	1,025
LinkedIn	338	343	348

NEW ALERT ACCOUNTS	MONTHS		
	MARCH 2023	APRIL 2023	MAY 2023
Followers			
Facebook	22	23	29
Instagram	71	72	73
Twitter	8	8	9

TWITTER	MONTHS		
	MARCH 2023	APRIL 2023	MAY 2023
Impressions	5.4k	4,269	6,223
Engagement	18	42	20
Retweets	22	44	54
Likes - New	3	7	0

- Good impressions with Clipper retweeting several posts

Please let us know if you have any questions or need further information about any of these materials.

# **TAB 2**

Agenda Item #6  
CEO's Report

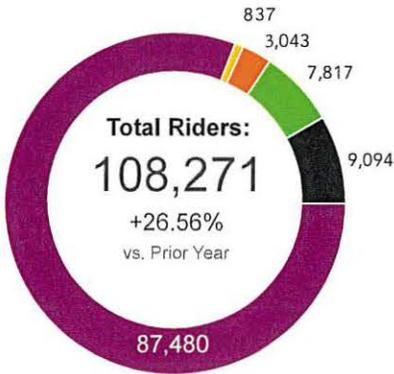
## **Board of Directors Meeting**

Wednesday June 28, 2023

ECCTA Boardroom  
801 Wilbur Avenue, Antioch, CA 94509

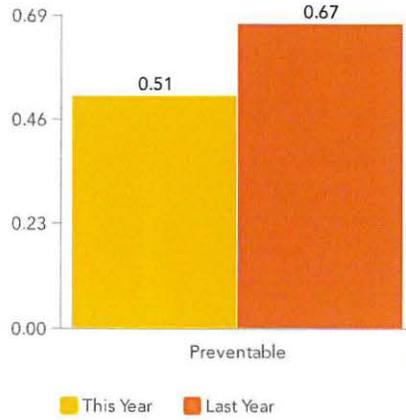
# TRI DELTA TRANSIT Performance Summary

### Ridership

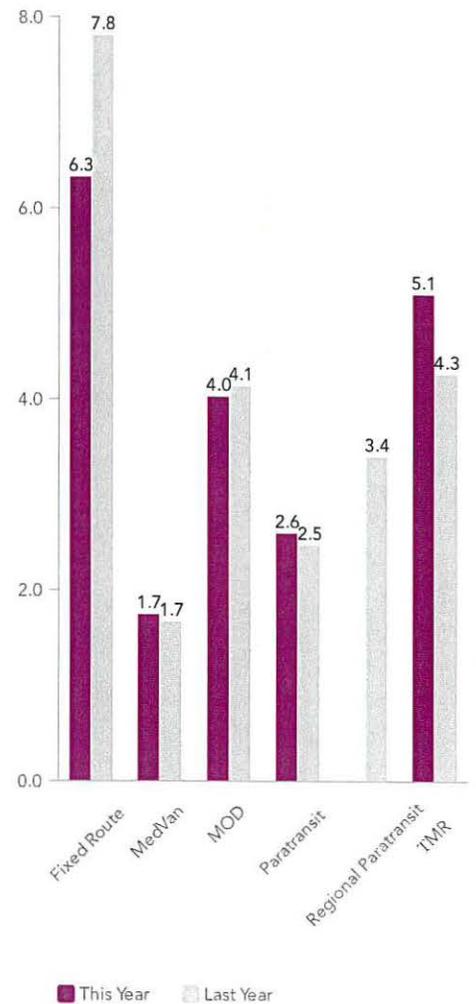


- Fixed Route
- Paratransit
- MedVan
- TMR
- MOD

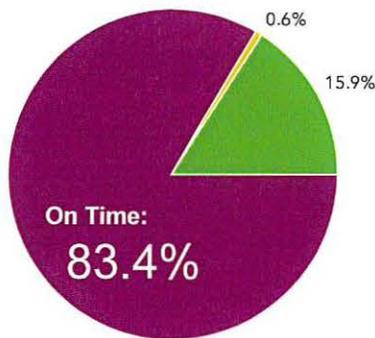
### Accidents / 100K Miles



### Passengers Per Revenue Hour

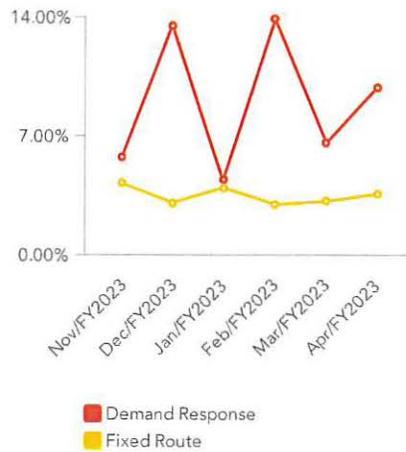


### On Time Performance



- On Time
- Early
- Late

### Cost Recovery Ratio



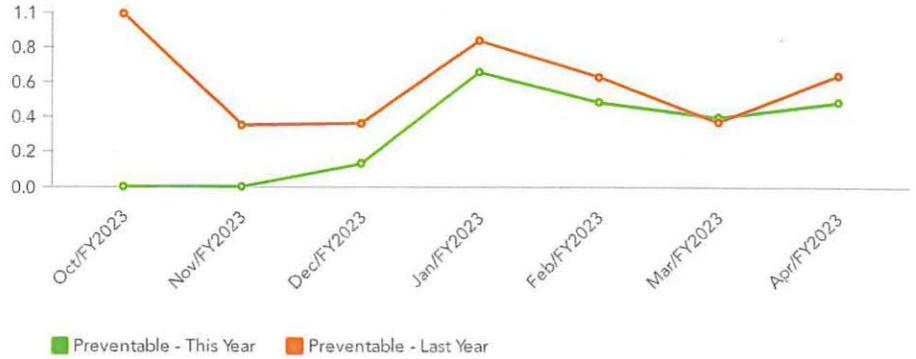
- Demand Response
- Fixed Route



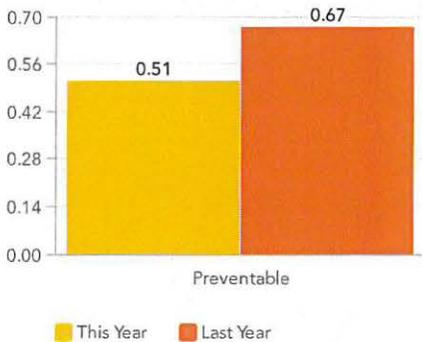
## Preventable Accident Report

	Accidents	Per 100,000 Miles
Dec/FY2023	1	0.14
Jan/FY2023	4	0.69
Feb/FY2023	2	0.51
Mar/FY2023	4	0.42
Apr/FY2023	4	0.51
YTD 2022	2	0.67
YTD 2023	4	0.51
YTD Change	2	-23.88%

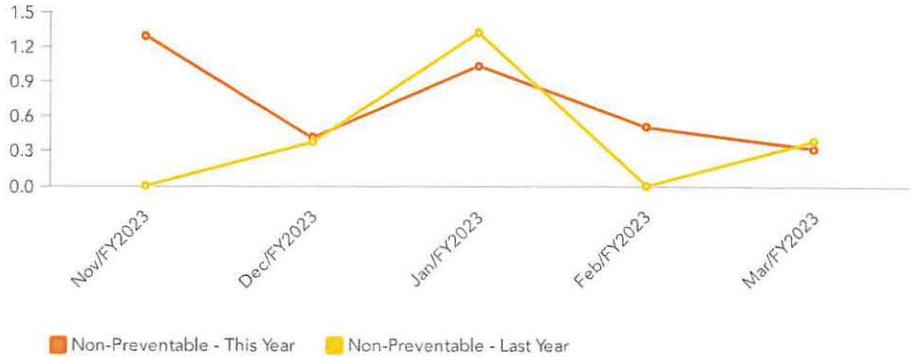
## Preventable Accidents Per 100,000 Miles Last Six Months - System Wide



## Year To Date - System Wide Accidents Per 100,000 Miles



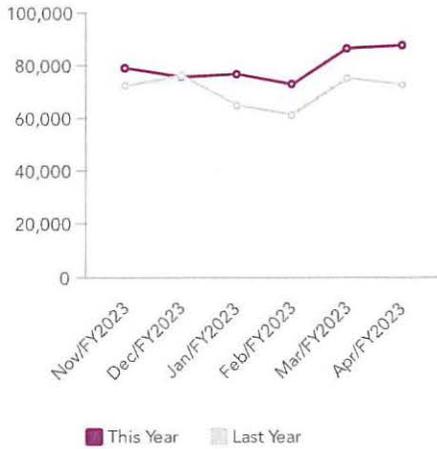
## Non-Preventable Accidents Per 100,000 Miles Last Six Months - System Wide



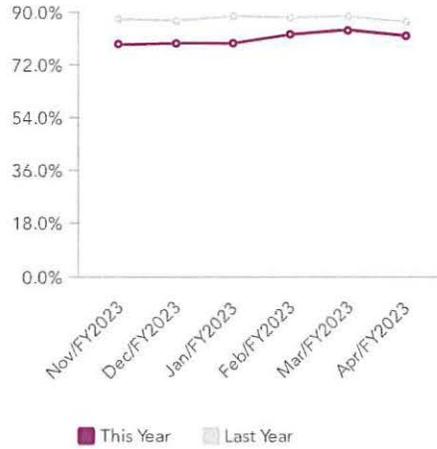


# Fixed Route Performance

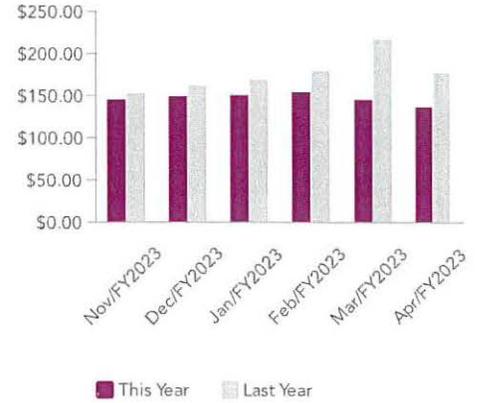
### Total Ridership



### On Time Performance



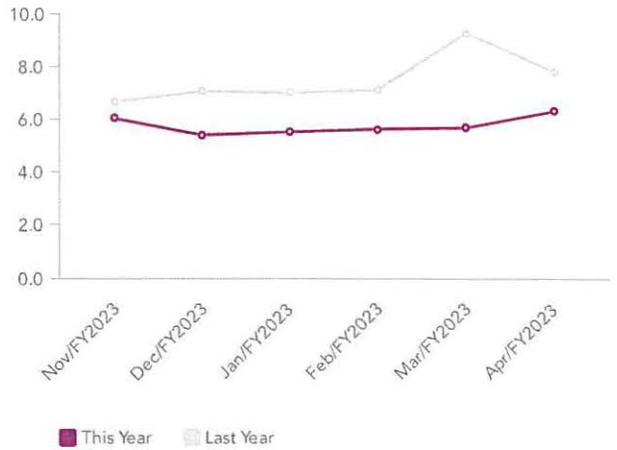
### Operating Cost Per Revenue Hour



### YTD Report - Fixed Route

Metric	This Year	Prior Year	% Change
Customer % of Trips On Time	81.77	86.52	-5.5%
Service Average Miles Between Roadcalls	197,350.50	0.00	
Complaints Per 100k Riders	30.86	53.80	-42.6%
Ridership Per Rev. Hour	6.32	7.79	-18.9%
Financial Operating Costs Per Rev. Hour	135.63	176.59	-23.2%
Ridership Ridership	87,480.00	72,492.00	+20.7%

### Passengers Per Revenue Hour





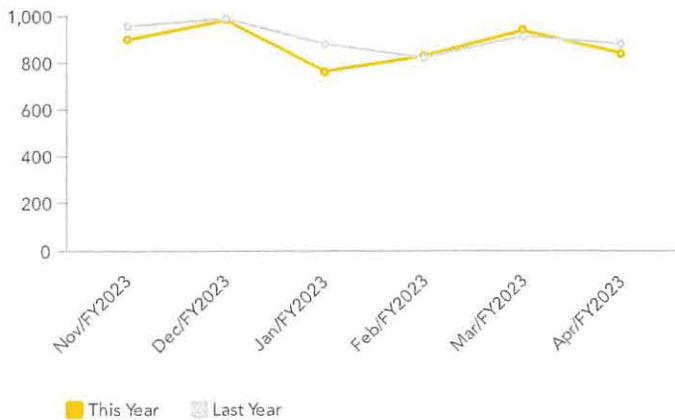
# MedVan, Paratransit, and MOD Performance

## YTD Report

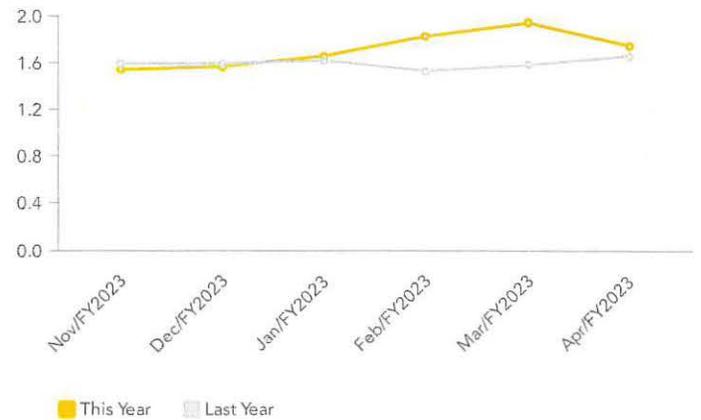
### MedVan

	Metric	This Year	Prior Year	% Change
Customer	% of Trips On Time	96.60	92.72	+4.2%
Service	Complaints Per 100k Riders	119.47	0.00	
	Ridership Per Rev. Hour	1.74	1.65	+5.5%
Financial	Operating Costs Per Rev. Hour	120.16	152.23	-21.1%
Ridership	Ridership	837.00	878.00	-4.7%

Total Ridership



Passengers Per Revenue Hour



## YTD Report

### Paratransit

	Metric	This Year	Prior Year	% Change
Customer	% of Trips On Time	90.44	94.83	-4.6%
Service	Complaints Per 100k Riders	89.55	282.49	-68.3%
	Ridership Per Rev. Hour	2.58	2.46	+4.9%
Financial	Operating Costs Per Rev. Hour	138.84	104.93	+32.3%
Ridership	Ridership	7,817.00	6,372.00	+22.7%

Total Ridership



Passengers Per Revenue Hour

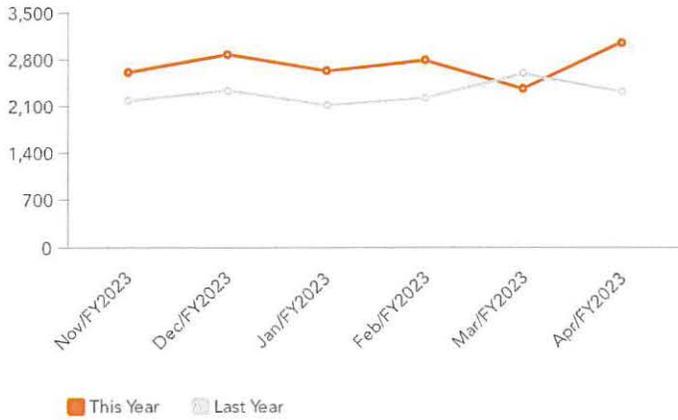


### YTD Report

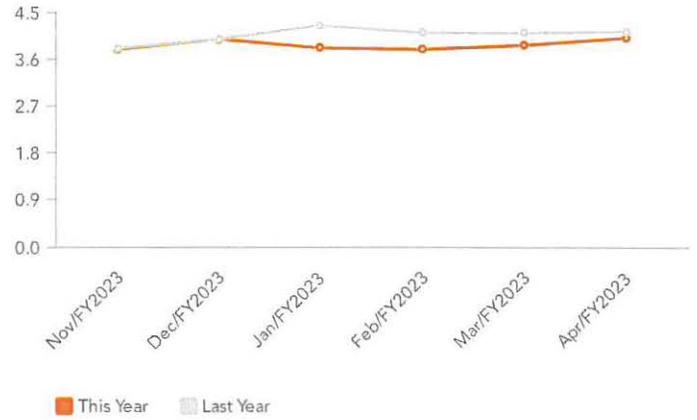
# MOD

	Metric	This Year	Prior Year	% Change
Customer	Complaints Per 100k Riders	0.00	86.32	-100.0%
Service	Ridership Per Rev. Hour	4.01	4.13	-2.9%
Financial	Operating Costs Per Rev. Hour	91.42	103.89	-12.0%
Ridership	Ridership	3,043.00	2,317.00	+31.3%

#### Total Ridership



#### Passengers Per Revenue Hour

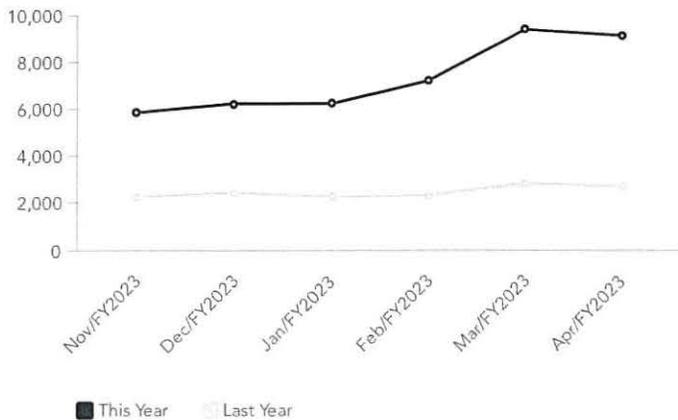


### YTD Report

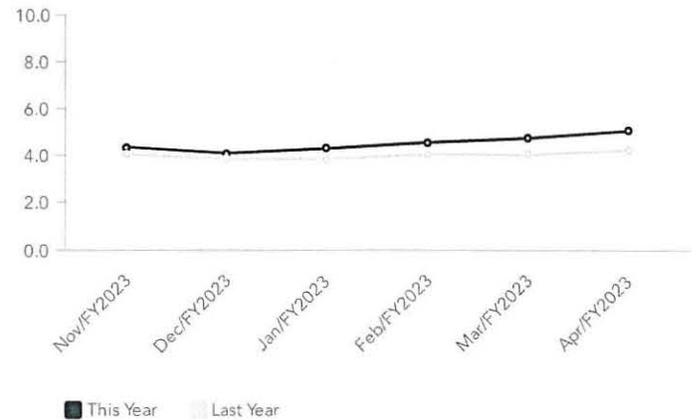
# TMR

	Metric	This Year	Prior Year	% Change
Customer	Complaints Per 100k Riders	21.99	0.00	
Service	Ridership Per Rev. Hour	5.08	4.25	+19.5%
Financial	Operating Costs Per Rev. Hour	119.61	102.33	+16.9%
Ridership	Ridership	9,094.00	2,688.00	+238.3%

#### Total Ridership



#### Passengers Per Revenue Hour



# **TAB 3**

Agenda Item #7a

DISCUSSION: Dynamic Personal Microtransit (DPMT) Update

## **Board of Directors Meeting**

Wednesday June 28, 2023

ECCTA Boardroom  
801 Wilbur Avenue, Antioch, CA 94509

## Staff Report to ECCTA Board of Directors

**Meeting Date:** June 28, 2023  
**Agenda Item:** Dynamic Personal Microtransit (DPMT) Update – Agenda Item #7a  
**Lead Staff:** Rashidi Barnes, Chief Executive Officer 

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### Background

In the Spring of 2021, the Cities of Antioch, Brentwood, Oakley, and Pittsburg and Contra Costa County collaborated and conducted the East Contra Costa County Dynamic Personal Microtransit (DPMT) Feasibility Study (Study) to support potential DPMT deployment in the region. The Study findings were presented to the ECCTA Board on March 24, 2021, and the Board approved resolution #210324D in support of the Study findings and authorizing the Chief Executive Officer to enter discussions with other project partners and stakeholders to advance the project.

At the March 23, 2022 meeting, the Board received a presentation on a procurement strategy to advance the deployment of a DPMT project in East County. The presentation discussed the proposed partnership between ECCTA and the Contra Costa Transportation Authority (CCTA) to advance this project and reviewed the strategy to deliver the project using a Private/Public Partnership (P3) model. The Board also approved a Memorandum of Understanding (MOU) between ECCTA and CCTA (Authorities) that defines the roles and responsibilities for tasks related to the advancement of the DPMT project. As described in the MOU, responsibilities for the procurement of the P3 Developer Team, execution of agreements and management of the DPMT project will be jointly shared by ECCTA and CCTA.

CCTA and ECCTA have continued to seek input from the industry to inform the development of procurement documents for the DPMT project. Based on this input, a System Pre-Development Agreement (SPDA) was developed, and the Authorities released a Request for Proposals (RFP) on November 1, 2022 to identify a Developer Team to advance the project, if it is found to be financially feasible. The scope of work defined in the RFP requires the Developer Team to advance the project in three distinct phases. Phase 1 and Phase 2 of the work will be performed at risk by the Developer Team with no entitlement to payment from the Authorities. Phase 3 will be subject to funding identified to complete this phase of the work.

Multiple rounds of one-on-one meetings were held with interested prospective proposer teams since the release of the RFP to seek input from the industry on the project delivery structure and project phasing, and to receive comments on the draft RFP and SPDA. Comments received from

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the one-on-one meetings resulted in refinements to the procurement documents and issuance of several procurement addenda. The final addendum to the RFP was issued on May 19, 2023.

Developer proposals were due on June 2, 2023 and the Authorities received one proposal from East County Connection Partners (ECCP). The ECCP Team is comprised of Plenary, Glydways, Flatiron, Circlepoint and InfraStrategies. A review panel consisting of staff from CCTA, ECCTA and the City of Oakley evaluated the proposal on June 8, 2023 and recommended award of the contract to ECCP. This recommendation was endorsed by the City Managers of the four East County Cities, the Executive Director of the CCTA, and the Chief Executive Officer of ECCTA at a meeting held on June 20, 2023.

### **Requested Action**

Staff seeks authorization for the CCTA Board to enter into an agreement with ECCP to advance the initial three phases of the DPMT Project, and to allow the Chief Executive Officer of ECCTA or designee to make any non-substantive changes to the agreement. The CCTA Board is scheduled to take action for contract execution on July 19, 2023 after such, ECCTA's Chair will fully execute the System Pre-Development Agreement. The final ECCP agreement will be a part of July's ECCTA Board Agenda.

# **TAB 4**

Agenda Item #7b

ACTION ITEM: Fare Equity Analysis for Mobile Ticket App Elimination

Resolution #230628B

## **Board of Directors Meeting**

Wednesday June 28, 2023

ECCTA Boardroom  
801 Wilbur Avenue, Antioch, CA 94509

**Staff Report to ECCTA Board of Directors**

**Meeting Date:** June 28, 2023  
**Agenda Item:** Paratransit Mobile Fare Payment Type Elimination Fare Equity Analysis – Agenda Item #7b  
**Lead Staff:** Tania Babcock, Compliance Manager  
**Approved:** Rashidi Barnes, Chief Executive Officer 

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**Background**

Eastern Contra Costa Transit Authority (ECCTA) is required to comply with guidelines issued by the Federal Transit Administration (FTA) to implement Title VI of the Civil Rights Act of 1964. 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**

In addition to evaluating service and fare changes for potential impacts on minority passengers, Title VI guidelines from the FTA require ECCTA to evaluate for potential impacts on low-income passengers.

Any change in fare, fare media, or fare payment type requires a fare equity analysis. The elimination of the Mobile Ticket App and ability for paratransit customers to use a mobile device to pay a paratransit fare required a fare equity analysis due to the elimination of a paratransit fare payment type.

ECCTA analyzed results from customer surveys and determined that elimination of the Mobile Ticket App did not create a Disparate Impact on minority paratransit passengers, but did create a Disproportionate Burden on low-income paratransit passengers. ECCTA performed additional outreach to paratransit Mobile Ticket App customers to mitigate the Disproportionate Burden.

**Requested Action**

Adopt Resolution #230628B, accepting the findings of ECCTA's Paratransit Mobile Fare Payment Type Elimination Fare Equity Analysis.

**ATTACHED:**

1. Paratransit Mobile Fare Payment Type Elimination Fare Equity Analysis
2. Resolution #230628B



## **Paratransit Mobile Fare Payment Type Elimination**

### **Fare Equity Analysis**

**June 2023**

Eastern Contra Costa Transit Authority  
(Tri Delta Transit)

801 Wilbur Avenue  
Antioch, CA 94509

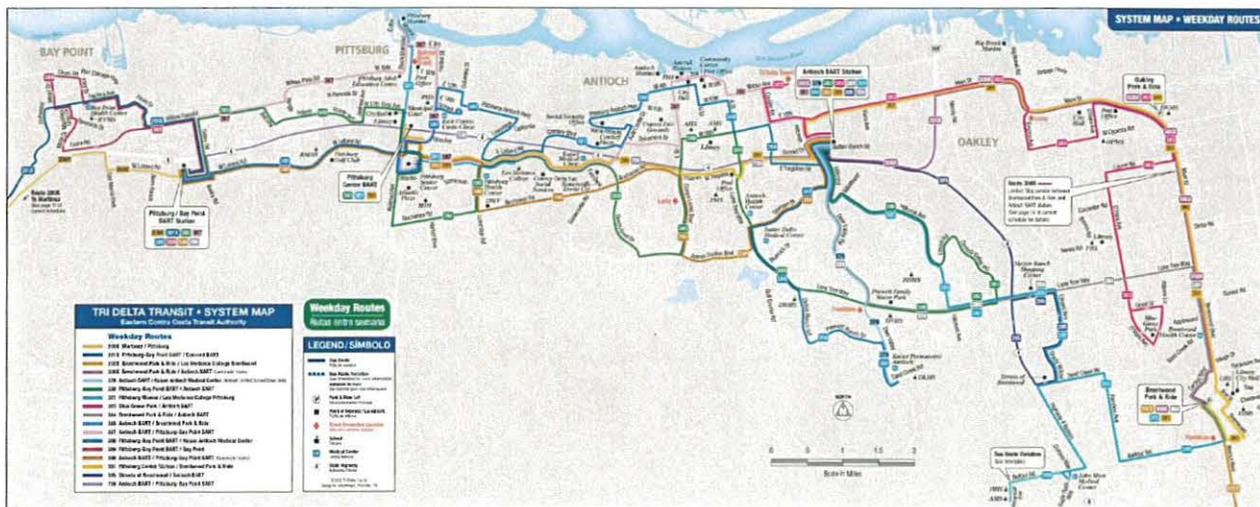
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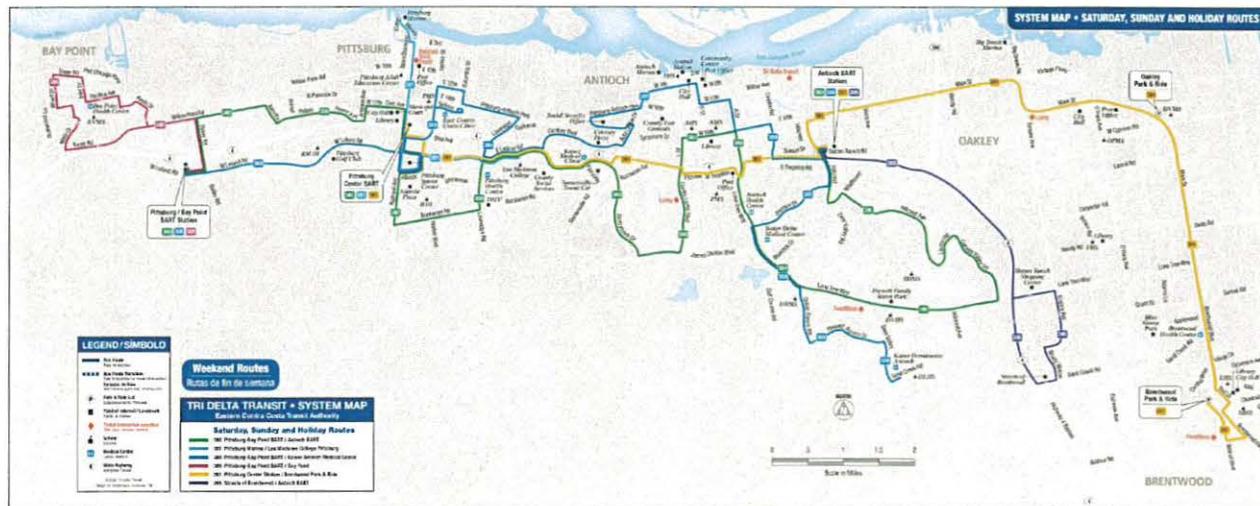
## Agency Information

Eastern Contra Costa Transit Authority (ECCTA) was formed in 1976 as a Joint Powers Authority (JPA) consisting of the cities of Antioch, Brentwood, Pittsburg and the county of Contra Costa. Oakley incorporated as a city and joined in 1999. ECCTA is governed by an eleven-member board of directors composed of two appointed by each of the mayors of Antioch, Brentwood, Oakley, and Pittsburg, two appointed by the Contra Costa County Board of Supervisors, and one member at large. ECCTA operates fixed-route and demand response service under the name "Tri Delta Transit" and contracts with a private company, Transdev, for the operation of the buses.

ECCTA provides nearly 2 million trips each year to a population of approximately 315,000 residents in the 225 square miles of Eastern Contra Costa County. Tri Delta Transit operates 17 local bus routes weekdays, 6 local bus routes on weekends and holidays, on-demand shared-ride shuttle service, and door-to-door bus service for senior citizens and people with disabilities.



ECCTA Weekday System Map



ECCTA Weekend/Holiday System Map

## Paratransit Mobile Fare Payment Type Elimination Fare Equity Analysis

## Background and Purpose

This analysis is undertaken in connection with Title VI of the Civil Rights Act of 1964 and FTA Circular 4702.1B, which prohibits discrimination on the basis of race, color, or national origin. While low-income passengers are not a protected class under Title VI, the Federal Transit Administration (FTA) requires recipients to evaluate proposed service and fare changes to determine whether low-income passengers will bear a disproportionate burden of the changes. It is important for fare equity analyses to examine both scenarios where minority and low-income passengers may bear a greater share of negative impacts, or experience a lesser share of positive impacts than non-minority and non-low-income passengers. Accordingly, the FTA has adopted regulations and reporting compliance requirements for agencies that receive federal financial assistance to ensure that the programs and activities of each respective agency comply with the requirements of title VI.

ECCTA's Mobile Ticket App was created by an app developer. Unexpectedly, ECCTA began experiencing problems with the backend of the Mobile Ticket App and customers were no longer able to purchase tickets or use existing tickets or wallet funds in their account. ECCTA contacted the app developer and after waiting two months, with no resolution presented by the app developer, ECCTA decided to end the contract with the app developer and eliminate the Mobile Ticket App. Fixed route customers were transitioned to another existing mobile ticket app for fixed route fare payment on a mobile device, but there was no alternate existing mobile ticket app to transition paratransit customers to for paratransit fare payment on a mobile device. ECCTA anticipates an alternate mobile ticket app for paratransit customers to be available in 2025. Cash and paratransit one-way ride tickets are accepted on ECCTA's paratransit vehicles and provide an alternative payment to the mobile ticket option.

The elimination of ECCTA's Mobile Ticket App and ability for paratransit customers to use a mobile device to pay a paratransit fare requires a fare equity analysis due to the elimination of a paratransit fare payment type. ECCTA will evaluate the effects of the paratransit mobile fare payment type elimination to determine if eliminating ECCTA's Mobile Ticket App disproportionately impacted minority and/or low-income paratransit customers.

## Disparate Impact

Evaluating for Disparate Impacts analyzes potential effects on minority riders or populations as compared to non-minority riders or populations. Minority definition- for the purposes of this analysis, minority is defined as all races/ethnicities besides White, non-Hispanic.

Any change in fare, fare media, or fare payment type requires a fare equity analysis. ECCTA shall analyze any available information generated from customer surveys indicating whether minority riders were disproportionately more likely to use the paratransit mobile fare payment type that was eliminated. For the fare payment type change, a potential Disparate Impact is noted when the percentage of minority riders using that fare payment type exceeds the percentage of non-minority riders.

## Disproportionate Burden

Evaluating for Disproportionate Burden analyzes potential effects on low-income populations. The analysis is similar to that used to determine potential Disparate Impacts, but comparing low-income and higher income. Low-income definition- ECCTA defines the low-income populations as those who are at or below 200 percent of the poverty level established for households by the US Department of Health and Human Services (HHS) poverty guidelines. ECCTA's definition is more inclusive of low-income populations than the HHS guidelines to account for the higher living costs in the Bay Area compared to most of the rest of the United States. This definition takes into account both the household size and household income of survey respondents.

ECCTA shall analyze any available information generated from customer surveys indicating whether low-income riders were disproportionately more likely to use the paratransit mobile fare payment type that was eliminated. For the fare payment type change, a potential Disproportionate Burden is noted when the percentage of low-income riders using that fare payment type exceeds the percentage of non-low-income riders.

**Table 1: 2022 Federal\* Poverty Guidelines**

2022 Federal* Poverty Guidelines		*For the 48 Contiguous States and the District of Columbia
Household Size	Poverty Guideline (Federal)	200%
1	\$13,590	\$27,180
2	\$18,310	\$36,620
3	\$23,030	\$46,060
4	\$27,750	\$55,500
5	\$32,470	\$64,940
6	\$37,190	\$74,380
7	\$41,910	\$83,820
8	\$46,630	\$93,260

The combinations of household size and income that are defined as "low-income" are shown in Table 1. ECCTA used the 2022 Federal Poverty Guidelines because the survey asked customers to provide their annual household income.

## Fare Payment Type Change

### Description of Change

ECCTA eliminated its Mobile Ticket App after waiting unsuccessfully for two months for the app developer to correct the problems associated with the app suddenly not being able to process ticket orders and customers not being able to use tickets or wallet funds on their account. With no alternate mobile ticket app to transition paratransit customers to for paratransit fare payment on a mobile device, ECCTA conducted a fare equity analysis. ECCTA anticipates an alternate mobile ticket app for paratransit customers to be available in 2025. Cash and paratransit one-way ride tickets are accepted on ECCTA's paratransit vehicles and provide an alternative payment to the mobile ticket option. In addition, paratransit customers are able to purchase paratransit one-way ride tickets in person or over the phone or online at [www.trideltatransit.com](http://www.trideltatransit.com) to be mailed to them.

## Fare Equity Analysis

The following section evaluates the effects of the paratransit mobile fare payment type elimination to determine if the change potentially created a disparate impact on minority passengers or a disproportionate burden on low-income passengers based on survey data available.

### Data Sources

As Title VI regulations do not currently require reporting of detailed demographic data of paratransit customers, ECCTA does not have current ridership survey data of paratransit customer demographics to use as a data source for its service area. The fare equity analysis used available information from a survey of the 65 paratransit customers that used ECCTA's Mobile Ticket App to compare if minority paratransit passengers were more likely to be negatively impacted by the elimination of the Mobile Ticket App than non-minority paratransit passengers and if low-income paratransit passengers were more likely to be negatively impacted than non-low-income paratransit passengers.

The Mobile Ticket App paratransit passenger survey data was used to develop a detailed understanding of paratransit Mobile Ticket App passenger demographics and paratransit usage. In addition, the survey provided a comment section for customers.

ECCTA had email addresses for all customers using its Mobile Ticket App. The survey was emailed to all 65 ECCTA Mobile Ticket App paratransit customers. Six email addresses were no longer valid email addresses. With no other contact information for the Mobile Ticket App customers, this resulted in 59 customers receiving the survey. To increase survey responses, ECCTA emailed the survey on three separate occasions to the ECCTA Mobile Ticket App paratransit customers. ECCTA initially offered two paratransit tickets valued at \$5.50 and entry into a drawing for a chance to win a \$50 Amazon gift card. No customers responded to the initial offer. ECCTA then increased the incentive and offered a paratransit coupon book valued at \$27.50 to each customer that completed the survey. 11 customers responded to the survey for a 18.6% survey response rate. The survey was emailed in Spanish and in English, with the option for the customer to request another language. A copy of the paratransit survey is in the appendix.

## Survey Analysis Results

ECCTA used data from the Mobile Ticket App paratransit passenger survey.

### Table 2: Survey Demographic Summary

All Respondents = 11

Minority/Non-Minority	Percentage of Respondents	Total Respondents
Minority	36%	4
Non-Minority	64%	7
<b>Total Responses</b>		<b>11</b>
Low-Income/Non-Low-Income	Percentage of Respondents	Total Respondents
Low-Income	55%	6
Non-Low-Income	45%	5
<b>Total Responses</b>		<b>11</b>

**Table 3: Preferred Method of Purchasing Tickets**

All Respondents = 11

Minority/ Non-Minority	Mobile Ticket App	Online (www.trideltatransit.com)	Telephone	No Preference
Minority	2	2	0	0
Non-Minority	2	2	2	1
Low-Income/ Non-Low-Income	Mobile Ticket App	Online (www.trideltatransit.com)	Telephone	No Preference
Low-Income	2	3	1	0
Non-Low-Income	2	1	1	1

**Table 4: Actively Use Paratransit Services**

All Respondents = 11

Minority/Non-Minority	Yes-Actively Use Paratransit	No- Don't Actively Use Paratransit
Minority	3	1
Non-Minority	3	4
Low-Income/Non-Low-Income	Yes- Actively Use Paratransit	No- Don't Actively Use Paratransit
Low-Income	4	2
Non-Low-Income	2	3

## Disparate Impact Analysis

ECCTA used data from the Mobile Ticket App paratransit passenger survey.

**Table 5: Comparison of Minority/ Non-Minority**

All Respondents = 11

Fare Type	Minority	Percent Minority	Non- Minority	Percent Non- Minority
Mobile Ticket App paratransit fare payment	4	36%	7	64%

Minority/ Non-Minority	Mobile Ticket App	Online (www.trideltatransit.com)	Telephone	No Preference
Minority	2	2	0	0
Non-Minority	2	2	2	1

Minority/ Non-Minority	Yes-Actively Use Paratransit	No- Don't Actively Use Paratransit
Minority	3	1
Non-Minority	3	4

Given the available demographic data, data indicates that minority paratransit customers were not more likely to be negatively impacted by the elimination of the Mobile Ticket App than non-minority paratransit customers. A greater percentage of paratransit customers using the Mobile Ticket App indicated they were non-minority. An equal number of minority and non-minority paratransit customers preferred purchasing tickets through ECCTA's Mobile Ticket App and actively used the paratransit service. Therefore, the analysis indicates no Disparate Impact for minority riders.

## Disproportionate Burden Analysis

ECCTA used data from the Mobile Ticket App paratransit passenger survey.

**Table 6: Comparison of Low-Income/Non-Low-Income**

All Respondents = 11

Fare Type	Low-Income	Percent Low-Income	Non-Low-Income	Percent Non-Low-Income
Mobile Ticket App paratransit fare payment	6	55%	5	45%

Low-Income/Non-Low-Income	Mobile Ticket App	Online (www.trideltatransit.com)	Telephone	No Preference
Low-Income	2	3	1	0
Non-Low-Income	2	1	1	1

Low-Income/Non-Low-Income	Yes- Actively Use Paratransit	No- Don't Actively Use Paratransit
Low-Income	4	2
Non-Low-Income	2	3

Given the available demographic data, data indicates that low-income paratransit customers were slightly more likely to be negatively impacted by the elimination of the Mobile Ticket App than non-low-income paratransit customers. An equal number of low-income and non-low-income paratransit customers preferred purchasing tickets through ECCTA's Mobile Ticket App. A higher number of low-income paratransit customers indicated they actively use paratransit service. Therefore, the analysis indicates a Disproportionate Burden for low-income riders.

To mitigate the Disproportionate Burden, ECCTA will perform additional outreach to paratransit Mobile Ticket App customers on the additional options available to them for purchasing paratransit tickets and will perform additional outreach when the new mobile ticket option becomes available in 2025.

## Public Engagement

The public engagement activities related to the fare equity analysis were conducted from the time ECCTA's Mobile Ticket App stopped functioning to after elimination of the app. Since ECCTA's Mobile Ticket App suddenly and unexpectedly stopped working and the app developer was not able to fix the problems causing the app to not function correctly, ECCTA was not able to perform outreach in advance of the app not working. The outreach

provided an opportunity to both educate and to collect input from riders on the elimination of the Mobile Ticket App. In addition, ECCTA was able to outreach to customers regarding receiving a refund for tickets and wallet funds in the ECCTA Mobile Ticket App.

Information was communicated in both English and in Spanish. Spanish is the identified Limited English Proficiency (LEP) language in ECCTA's service area. Information was available in other languages upon request and through Language Line translation.

ECCTA engaged the public through the following activities:

- Website- [www.TriDeltaTransit.com](http://www.TriDeltaTransit.com) communicated rider news with updated information on ECCTA's Mobile Ticket App and requested Mobile Ticket App customers to contact ECCTA. Information was also communicated by text and email alert.
- Social Media- ECCTA's Twitter and Facebook account were used to communicate information about ECCTA's Mobile Ticket App and requested Mobile Ticket App customers to contact ECCTA.
- Elerts (Tri Delta Watch)- Communicated information about ECCTA's Mobile Ticket App and requested Mobile Ticket App customers to contact ECCTA.
- Scheduling Department/Customer Service Department- ECCTA's scheduling and customer service departments informed and updated callers on ECCTA's Mobile Ticket App.
- Operations In-Service Meetings- Operations employees were informed and updated on ECCTA's Mobile Ticket App so they could convey the information to passengers if necessary.
- WiFi Splash Page-A banner on ECCTA's free WiFi informed and updated customers on ECCTA's Mobile Ticket App and requested Mobile Ticket App customers to contact ECCTA.
- Mobile Ticket App Paratransit Customer Survey- ECCTA sent a survey to the 65 paratransit Mobile Ticket App customers to develop a detailed understanding of passenger demographics and to communicate information about the Mobile Ticket App, provide contact information for customers to receive assistance with receiving a refund for existing tickets or wallet funds in their Mobile Ticket App account, and provide a comment section for customers.
- Email- ECCTA emailed all Mobile Ticket App customers to communicate information about the Mobile Ticket App, provide contact information for customers to receive assistance with receiving a refund for existing tickets or wallet funds in their Mobile Ticket App account and provide an opportunity for feedback.

## Public Input

The public engagement process allowed ECCTA to gather rider feedback on the elimination of ECCTA's Mobile Ticket App. No complaints or negative comments were directly expressed over the phone to ECCTA staff who answered customers questions about the Mobile Ticket App.

Comments collected from the survey are listed below as submitted:

- 1. In 2020 I purchased 3 Tri Delta Transit "Dial-a-Ride" tickets at the Antioch Senior Center. The center was subsequently closed due to the COVID pandemic and later reopened. I still have the tickets. Does "Dial-a-Ride" still exist or has it been replaced by "MyRide"?
- 2. Can the 10 free one-way ride tickets be used by "MyRide"?
- 3. Tri Delta used to subsidize rides for "Lyft" and "Uber". Has the subsidization of these services been discontinued?
- So easy to use

- It was a wonderful and convenient experience while it lasted
- It was really easy for me and I like the way I can purchase them through my phone. I'm really disappointed that you don't have the mobile app anymore.

## Conclusion

ECCTA conducted a fare equity analysis to evaluate the effects of the paratransit mobile fare payment type elimination and to determine if the change created a Disparate Impact on minority paratransit passengers or a Disproportionate Burden on low-income paratransit passengers.

Based on this analysis, ECCTA determined that elimination of the ECCTA Mobile Ticket App did not create a Disparate Impact on minority paratransit passengers, but did create a Disproportionate Burden on low-income paratransit passengers. ECCTA will perform additional outreach to paratransit Mobile Ticket App customers to mitigate the Disproportionate Burden.

## Appendix

### Survey (English and Spanish)



#### Tri Delta Transit Mobile Ticketing App Survey - REVISED

Thank you for taking Tri Delta Transit's Mobile Ticketing App survey. **In appreciation, Tri Delta Transit will mail you a paratransit coupon book (that's 10 FREE one-way ride tickets!).** The purpose of the survey is to collect contact information to send you your appreciation gift and to gain information about you that will assist us in researching possible comparable services and additional services.

\* 1. Please verify that you are a rider, please enter the email address you used for the Mobile Ticketing app account\*

Only registered Mobile Ticketing App emails will be eligible to receive the paratransit coupon book (10 FREE one-way ride tickets!). One survey per eligible Mobile Ticketing App paratransit passenger.

\* 2. In general, did you find the Mobile Ticketing App easy to use?

Yes

No

\* 3. Do you currently actively use Tri Delta Transit paratransit services?

Yes

No

4. If so, how often? (select one)

- Once a week
- More than once a week
- Once a month
- More than once a month
- Once every three months
- Once every six months
- Less often

5. If not, do you intent to use Tri Delta Transit paratransit services in the next six months?

- Yes
- No
- Not sure

\* 6. What is your preferred alternative method of purchasing tickets? (select one)

- Ordering tickets through [www.trideltatransit.com](http://www.trideltatransit.com) to be mailed to me
- Coming to the Tri Delta Transit administrative office
- Calling to order tickets over the phone to be mailed to me
- Having a ticket order form mailed to me that I can mail back in
- Having a mobile app to purchase tickets and using my phone to redeem tickets
- No preference

\* 7. How would you best describe yourself?

- Hispanic or Latino
- Asian
- American Indian or Alaska Native
- Native Hawaiian or Other Pacific Islander
- White or Caucasian
- African American

\* 8. What is the total number of persons in your household?

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- More than 8

\* 9. What was your total annual household income in 2021?

- Less than \$27,180
- \$27,181- \$36,620
- \$36,621 - \$46,060
- \$46,061 - \$55,500
- \$64,941- \$74,380
- \$74,381-\$83,820
- \$83,821-\$93,260
- Over \$93, 261

10. Is there anything else you would like to tell us about your Mobile Ticketing App experience?

THANK YOU AGAIN FOR TAKING TRI DELTA TRANSIT'S MOBILE TICKETING SURVEY. We are very happy to provide you with a paratransit coupon book for 10 FREE ONE-WAY RIDE TICKETS! In order to obtain your coupon book, **please complete your mailing information below.** After receiving your completed survey, we will mail you (via USPS) one paratransit coupon book.

11. Please provide your contact information for us to MAIL a coupon book to you:

Name	<input type="text"/>
Address	<input type="text"/>
City/Town	<input type="text"/>
State/Province	<input type="text" value="-- select state --"/>
ZIP/Postal Code	<input type="text"/>

One paratransit coupon book (10 one-way ride tickets) will be sent to each person verified by the valid email address registered with the mobile ticketing app. If a person has more than one mobile ticketing app account, then one book will be sent to the address. Tri Delta Transit is not responsible for lost or stolen tickets via USPS. Processing and mail is estimated to take two weeks. Survey Paratransit coupon books are not redeemable for cash.

If you have any questions regarding this survey, the Tri Delta Transit's Mobile Ticketing App or your paratransit coupon book, please call Customer Service at 1-925-754-6622 (Monday through Thursday, 7:00 a.m. – 6:00 p.m. and Friday, 8:00 a.m. – 5:00 p.m.).

**Thank you again for taking the survey and for riding Tri Delta Transit.**



### **MOBILE TICKETING Y PLAN DE MENSAJE**

#### **Welcome to the Tri Delta Transit Survey**

Gracias por tomar la encuesta de la Aplicación Mobile Ticketing de Tri Delta Transit. En agradecimiento, Tri Delta Transit le enviará un libro de cupones para el servicio Paratransit (10-cupones gratis para viajes sencillos!). El propósito de la encuesta es para recopilar información para enviarle su regalo como agradecimiento y para obtener información acerca de usted para que nos ayude en la investigación de posibles servicios comparables así como también servicios adicionales.



### MOBILE TICKETING Y PLAN DE MENSAJE

DE NUEVO GRACIAS POR RESPONDER A LA ENCUESTA MOBILE TICKETING DE TRI DELTA TRANSIT

\* 1. Verificar el correo electrónico que usó cuando estableció su cuenta en la aplicación de Mobile Ticketing\* Solamente los correos electrónicos registrados en la aplicación de Mobile Ticketing serán elegibles. Una encuesta por cada usuario elegible en la Aplicación Mobile Ticketing como pasajero.

\* 2. En general, la Aplicación Mobile Ticketing le pareció fácil de usar?

- Sí
- No
- Nunca la he usado

\* 3. Actualmente está usted usando el Servicio Paratransit de Tri Delta Transit?

- Sí
- No

4. Si es así, con que frecuencia? (marque uno)

- Diariamente
- Una vez por semana
- Más de una vez por semana
- Una vez por mes
- Una vez cada tres meses
- Una vez cada seis meses
- Con menos frecuencia

5. Planea usted usar los Servicios Paratransit de Tri Delta Transit en los próximos seis meses?

- Sí
- No
- No estoy seguro

\* 6.Cuál es su método preferido alternativo para la compra de sus boletos? (marque uno)

- Ordenar boletos por internet [www.trideltatransit.com](http://www.trideltatransit.com) para que me los envíen por correo
- Visitar la oficina administrativa de Tri Delta Transit
- Ordenar mis boletos por teléfono para que me los envíen por correo
- Recibir el formulario especial para hacer mi orden de boletos para luego regresarlo
- Tener la aplicación en mi teléfono para comprar boletos y usarlo como forma de pago
- No tengo preferencia.

\* 7. Cómo se describiría a sí mismo? \*

- Negro ó Afroamericano
- Hispano ó Latino
- Asiático
- Indio Americano ó Nativo de Alaska
- Nativo de Hawaii ó Otra Isla del Pácfico
- Blanco

\* 8. Cuál es el número total de personas en su familia?

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- Más de 8

\* 9. Cuál fué el ingreso total anual de su familia en el 2021\*?

- Menos de \$27,180
- \$27,181 - \$36,620
- \$36,621 - \$46,060
- \$46,061 - \$55,500
- \$55,501 - \$64,940
- \$64,941 - \$74,380
- \$74,381 - \$83,820
- \$83,821 - \$93,260
- Más de \$93,261

10. Hay algo más que le gustaría compartir con nosotros acerca de su experiencia con Mobile Ticketing?

**DE NUEVO GRACIAS POR RESPONDER A LA ENCUESTA MOBILE TICKETING DE TRI DELTA TRANSIT.** Nos complace proveerle gratuitamente con un libro de cupones para 10-VIAJES CENCILLOS!! A fin de obtener su libro de cupones a vuelta de correo, favor de completar su información correcta.

Después de recibir su encuesta contestada en su totalidad, le enviaremos por correo (USPS, Servicio Postal de los Estados Unidos) un libro de cupones.

\* 11. Dirección

Nombre Completo

Dirección completa

Ciudad\*

Zona Postal\*

Un libro de cupones (10-cupones gratis para viajes sencillos) será enviado a cada persona verificada por medio del correo electrónico registrado en la aplicación Mobile Ticketing. Si la persona tiene más de una cuenta en la aplicación Mobile Ticketing, entonces se enviará un libro de cupones a dicha dirección.

Tri Delta Transit no se hace responsable por boletos extraviados o robados durante el trayecto del servicio Postal de los Estados Unidos. Se estima que el proceso y envío se toma aproximadamente dos semanas. Los libros de cupones por la Encuesta Paratransit, no son elegibles para cangearlos por dinero en efectivo.

Si usted tiene preguntas a cerca de Tri Delta Transit Mobile Ticketing aplicación, favor de llamar a Servicio al Cliente al 1-925-754-6622 (Lunes a Jueves, 7 am - 6 pm y los Viernes de las 8 am - 5 pm

**Gracias otra vez por responder a la encuesta y for viajar con Tri Delta Transit.**



# TRI DELTA TRANSIT

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

## RESOLUTION #230628B

### Paratransit Mobile Fare Payment Type Elimination Fare Equity Analysis

#### Resolution #230628B accepts the findings of ECCTA’s Paratransit Mobile Fare Payment Type Elimination Fare Equity Analysis

**WHEREAS**, the Federal Transit Administration (FTA) 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; and

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

**WHEREAS**, a Title VI analysis was conducted to evaluate if there was a Disparate Impact on minority passengers, or a Disproportionate Burden on low-income passengers; and

**WHEREAS**, the Title VI analysis indicated that elimination of ECCTA’s Mobile Ticket App did not create a Disparate Impact on minority paratransit passengers, but did create a Disproportionate Burden on low-income paratransit passengers;

**WHEREAS**, ECCTA performed additional outreach to paratransit Mobile Ticket App customers to mitigate the Disproportionate Burden;

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Directors of the Eastern Contra Costa Transit Authority to adopt Resolution #230628B accepting the findings of ECCTA’s Paratransit Mobile Fare Payment Type Elimination Fare Equity Analysis.

PASSED AND ADOPTED THIS 28<sup>th</sup> day of June 2023, by the following votes:

### EASTERN CONTRA COSTA TRANSIT AUTHORITY

\_\_\_\_\_  
Anissa Williams, Chair

\_\_\_\_\_  
Rashidi Barnes, Chief Executive Officer

**AYES:** \_\_\_\_\_  
**NOES:** \_\_\_\_\_

**ABSENT:** \_\_\_\_\_  
**ABSTENTIONS:** \_\_\_\_\_

# **TAB 5**

Agenda Item #7c

**ACTION ITEM: Approval of FY2023-24 ECCTA Budget**

Resolution #230628C

## **Board of Directors Meeting**

**Wednesday June 28, 2023**

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

## **Staff Report to ECCTA Board of Directors**

**Meeting Date:** June 28, 2023  
**Agenda Item:** Proposed FY2023-2024 ECCTA Budget – Agenda Item #7c  
**Lead Staff:** Toan Tran, Chief Operating Officer  
**Approved:** Rashidi Barnes, Chief Executive Officer 

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The proposed, balanced and fully-funded FY2023-2024 operating and capital budget was developed using projected service levels, revenue sources and planned projects.

### **Operating Budget Components**

#### Operating Revenue

Operating revenues are divided into the following categories:

1. Non-Fund Operating (fares, advertising sales, BART Paratransit Reimbursement)
2. Federal Operating Assistance
3. Transportation Development Act (TDA) and State Transit Assistance (STA) funds
4. BART Feeder Bus (STA)
5. Regional Measure 2 (RM2 Bridge Toll Revenues)
6. Measure J (County ½ Cent Transportation Sales Tax)

#### Operating Expenses

Operating expenses are divided into the following categories:

1. Purchased Transportation (Transdev operations contract and Mobility On Demand)
2. Materials and Supplies (fuel, tires, and other materials and supplies)
3. Salaries and Benefits
4. Services (professional and technical service, temporary help and contract maintenance service)
5. Casualty and Liability
6. Utilities
7. Taxes (property and diesel fuel tax)
8. Miscellaneous (dues, subscriptions, travel/meetings and advertising)

## Operating Budget Process

The budget is driven by the projected miles, hours and passengers for each mode of service. From that point, everything else is derived from actual expenses such as purchased transportation, fuel, tires, insurance and taxes.

### Revenue

- The Metropolitan Transportation Commission (MTC) issued their annual estimate and proposed apportionment and distribution of funds. Additionally, the Contra Costa Transportation Authority (CCTA) apportioned STA County Block Grant and Measure J operating funds for FY2023-2024. Those revenue estimates were used as a guide to create the proposed budget for FY2023-2024 operating and capital projects.
- The current fiscal year-to-date average fare per passenger was used to calculate fare revenue (\$1.00 for fixed-route, \$1.77 for demand response and \$25.81 for MedVan).
- Federal operating revenues include our regular apportionment of ADA operating assistance and also include additional general operating assistance from Federal Formula Funds ..

### Expenses

ECCTA's budgeted expenses are based off of the current year actual expenses with the following adjustments:

- Purchased Transportation – beginning July 1, 2023 the operations contract will have a 5% increase to the fixed annual cost and to the variable cost. This 5% increase was agreed to as part of the Contract Extension at the May 2020 Board meeting. The variable cost will increase from \$58.68 to \$61.61 per service hour.
- Materials and Supplies – the cost of goods has increased at record levels due to the disruptions in the supply chain stemming from the COVID-19 pandemic and the simultaneous increases in demand as the economy recovers.
- Salaries and Benefits – staffing levels increased the previous year and ECCTA will look to fill a vacant position in FY2023-2024. A 5% Cost of Living Adjustment (COLA) has been included in the proposed budget. The COLA aligns with annual CPI for the San Francisco Bay Area and will go into effect at the start of the fiscal year.
- Services – significant increase due to new software programs and substantial increases in annual software maintenance fees.
- Casualty and Liability – Due to non-renewal of general liability insurance policy and an unwillingness of providers to cover the policy, insurance costs increase dramatically.
- Utilities – considerable increase to budget for the increase in propulsion power when two additional battery electric buses are delivered in July 2023.
- Taxes – based on current property tax rate and projected diesel fuel usage.
- Miscellaneous – a significant increase as we resume travel/conferences and increase advertising/promotion efforts.

The proposed operating budget is \$35,332,185.

## Capital Budget

Capital projects are funded from various sources which include Federal, State and local funds. Here are the proposed projects for FY2023-2024:

Project	TDA Share	Other Funds	Other Source	Total Cost
Maintenance Facility Paving	\$25,000	\$80,000	STA SGR	\$105,000
Facility HVAC	\$0	\$52,620	STA SGR	\$52,620
Cash Fares Vault	\$3,500	\$15,000	STA SGR	\$18,500
Maintenance Trucks	\$167,000	\$0	N/A	\$167,000
15 DR Bus Replacement	\$571,351	\$1,603,649	FTA 5307/5339, AB664	\$2,175,000
Land Purchase for ZEB Expansion	\$400,000	\$1,600,000	FTA 5307	\$2,000,000
3 TMR Expansion Vehicles	\$35,000	\$400,000	AFA	\$435,000
MTC Mobility Hubs Planning Grant	\$0	\$400,000	OBAG3	\$400,000
<b>TOTALS</b>	<b>\$1,201,851</b>	<b>\$4,151,269</b>		<b>\$5,353,120</b>

## Total Budget

ECCTA's proposed, fully-funded FY2023-2024 operating budget is \$35,332,185.

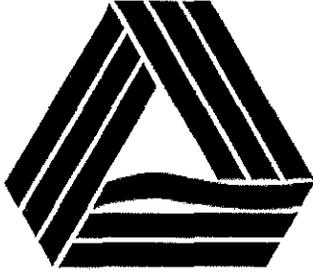
ECCTA's proposed, fully-funded FY2023-2024 capital budget is \$5,353,120.

## Requested Action

Adopt Resolution #230628C approving the proposed FY2023-2024 ECCTA operating and capital budget.

**Eastern Contra Costa Transit Authority  
FY 2023-2024 Operating Budget**

	FY22 Actual	% Total	FY23 Budget	% Chng	% Total	FY23 Estimate	% Chng	% Total	FY24 Budget	% Chng	% Total
<b>REVENUES</b>											
(\$ in thousands)											
Fares	1,381	5%	1,740	26%	6%	1,697	-2%	5%	1,813	6.8%	5%
Advertising Sales	0	0%	170	1%	1%	180	6%	1%	190	5.6%	1%
BART DR Service Reimbursement	184	1%	205	11%	1%	277	35%	1%	301	8.7%	1%
<b>Total Operating Sources:</b>	<b>1,565</b>	<b>6%</b>	<b>2,115</b>	<b>35%</b>	<b>7%</b>	<b>2,154</b>	<b>2%</b>	<b>7%</b>	<b>2,304</b>	<b>7.0%</b>	<b>7%</b>
Federal	3,552	13%	4,361	23%	14%	4,455	2%	14%	1,712	-61.6%	5%
State	16,486	62%	21,513	30%	68%	20,928	-3%	64%	25,969	24.1%	73%
Local	2,086	8%	2,094	0%	7%	2,632	26%	8%	2,755	4.7%	8%
BART "feeder bus"	2,900	11%	1,405	-52%	4%	2,388	70%	7%	2,532	6.0%	7%
Interest & Other	13	0%	10	-23%	0%	22	120%	0%	60	172.7%	0%
<b>Total Non-operating Sources:</b>	<b>25,037</b>	<b>94%</b>	<b>29,383</b>	<b>17%</b>	<b>93%</b>	<b>30,425</b>	<b>4%</b>	<b>93%</b>	<b>33,028</b>	<b>8.6%</b>	<b>93%</b>
<b>Total Operating Revenues:</b>	<b>26,602</b>	<b>100%</b>	<b>31,498</b>	<b>18%</b>	<b>100%</b>	<b>32,579</b>	<b>3%</b>	<b>100%</b>	<b>35,332</b>	<b>8.5%</b>	<b>100%</b>
<b>EXPENDITURES</b>											
(\$ in thousands)											
Purchased Transportation	15,163	57%	18,474	22%	59%	19,179	4%	59%	20,459	6.7%	58%
Materials and Supplies	4,120	15%	4,525	10%	14%	5,022	11%	15%	5,339	6.3%	15%
Salaries & Benefits	5,087	19%	6,149	21%	20%	5,994	-3%	18%	6,386	6.5%	18%
Services	1,054	4%	1,036	-2%	3%	1,101	6%	3%	1,231	11.8%	3%
Casualty and liability insurance	613	2%	670	9%	2%	636	-5%	2%	1,155	81.6%	3%
Utilities	200	1%	220	10%	1%	243	10%	1%	282	16.2%	1%
Other	365	1%	424	16%	1%	404	-5%	1%	480	18.7%	1%
<b>Total Operating Expense:</b>	<b>26,602</b>	<b>100%</b>	<b>31,498</b>	<b>18%</b>	<b>100%</b>	<b>32,579</b>	<b>3%</b>	<b>100%</b>	<b>35,332</b>	<b>8.5%</b>	<b>100%</b>
<b>KEY PERFORMANCE INDICATORS</b>											
(*number in thousands)											
Passengers*	1,035		1,189	15%		1,179	-1%		1,245	5.6%	
Revenue Hours*	202		234	16%		241	3%		249	2.9%	
Revenue Miles*	2,704		3,122	15%		3,301	6%		3,450	4.5%	
Gallons of Diesel Fuel*	508		558	10%		544	-2%		533	-2.0%	
Gallons of Gasoline*	115		172	50%		153	-11%		150	-2.1%	
FTEs	175		191	9%		198	4%		233	17.5%	
Average # ECCTA Positions	37.0		38.0	3%		39.0	3%		40.0	2.6%	
<b>FINANCIAL RATIOS</b>											
(*\$ in thousands)											
\$/Passenger	\$25.70		\$26.48	3%		\$27.62	4%		\$28.38	2.7%	
\$/Revenue Hour	\$131.69		\$134.69	2%		\$134.94	0%		\$142.15	5.3%	
\$/Revenue Mile	\$9.84		\$10.09	3%		\$9.87	-2%		\$10.24	3.8%	
\$/Gallon Diesel	\$3.92		\$6.00	53%		\$3.30	-45%		\$4.50	36.5%	
\$/Gallon Gasoline	\$4.48		\$4.75	6%		\$4.83	2%		\$4.00	-17.2%	
\$/Sal&Ben/Employee ECCTA*	\$137		\$162	18%		\$154	-5%		\$160	3.9%	



# TRI DELTA TRANSIT

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

## RESOLUTION #230628C APPROVAL OF THE FISCAL YEAR 2023-2024 OPERATING AND CAPITAL BUDGET

**WHEREAS**, the County of Contra Costa and the cities of Antioch, Brentwood, Oakley and Pittsburg (hereinafter “Member Jurisdictions”) have formed the Eastern Contra Costa Transit Authority (“ECCTA”), a joint exercise of powers agency created under California Government Code Section 6500 et seq., for the joint exercise of certain powers to provide coordinated and integrated public transportation services within the area of its Member Jurisdictions; and

**WHEREAS**, the adoption of an operating and capital budget is required by the Joint Exercise of Powers Agreement and Bylaws of ECCTA, and is necessary for obtaining both Federal, State and Local funds to support ECCTA’s transit program; and

**WHEREAS**, the Chief Executive Officer or their designee have prepared and presented to the Board of Directors a proposed final Operating Budget for Fiscal Year 2023-2024 in the amount of \$35,332,185 which sets forth the projected revenues and expenses associated with ECCTA’s operating and maintenance program; and

**WHEREAS**, the Chief Executive Officer or their designee have prepared and presented a proposed final Capital Budget for Fiscal Year 2023-2024 in the amount of \$5,353,120.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Directors of the Eastern Contra Costa Transit Authority adopts the Operating and Capital budget for Fiscal Year 2023-2024, a copy of which is attached and incorporated by this reference; and

**BE IT FURTHER RESOLVED, BE IT RESOLVED**, that the Chief Executive Officer or their designee is directed to submit this budget to the Metropolitan Transportation Commission, together with a copy of this resolution at the earliest practicable date.

PASSED AND ADOPTED THIS 28<sup>th</sup> day of June 2023, by the following votes:

### EASTERN CONTRA COSTA TRANSIT AUTHORITY

\_\_\_\_\_  
Anissa Williams, Chair

\_\_\_\_\_  
Rashidi Barnes, Chief Executive Officer

**AYES:** \_\_\_\_\_  
**NOES:** \_\_\_\_\_

**ABSENT:** \_\_\_\_\_  
**ABSTENTIONS:** \_\_\_\_\_

# **TAB 6**

Agenda Item #7d

**ACTION ITEM: Approval of the FY2023-24 Project List for  
The California State of Good Repair Program.**

Resolution #230628D

## **Board of Directors Meeting**

**Wednesday June 28, 2023**

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

**Staff Report to ECCTA Board of Directors**

**Meeting Date:** June 28, 2023  
**Agenda Item:** SB1 State of Good Repair Program – Agenda Item #7d  
**Lead Staff:** Agustin Diaz, Chief Financial Officer  
**Approved:** Rashidi Barnes, Chief Executive Officer 

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**Background**

Senate Bill 1 (SB1), 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.

**Tri Delta Transit's Requirements**

In order to qualify for these funds, ECCTA is required to submit a proposed project list to the Metropolitan Transportation Commission on an annual basis. ECCTA's share of SGR funds for fiscal year 2023-24 is estimated to be \$67,620. ECCTA staff proposes that we use these funds for two different facility projects:

**Project Name: ECCTA Cash Fares Vault**

SGR Funding/Project Cost - \$15,000

Project Summary – The cash vault which collects cash fares collected on the buses on a daily basis needs major repairs in order to address a security concern. The current vault is 15 years old. The repairs are also needed in order to integrate the cash vault with the new Fast Fare system that is being deployed on the new vehicles.

**Project Name: ECCTA HVAC Upgrade**

SGR Funding/Project Cost - \$52,620

Project Summary – The HVAC System for ECCTA's Operations and Maintenance Facility needs to be upgraded in order to meet the demands of the facility. Certain components of the system are over 30 years old and will need to be updated to improve the operating efficiency of the system.

**Requested Action**

Approve Resolution #230628D, approving ECCTA's fiscal year 2023-24 SGR Project List submittal.



# TRI DELTA TRANSIT

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

**RESOLUTION #230628D**  
**APPROVING THE FY 2023-24 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**, the ECCTA share of SGR funds for fiscal year 2023-24 is estimated to be \$67,620; and

**WHEREAS**, these funds will be used for project(s) ECCTA Facility HVAC Upgrade and ECCTA Cash Fares Vault; and

**WHEREAS**, in order to qualify for these funds, ECCTA is required to submit a proposed project list to the Metropolitan Transportation Commission 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 2023-24; 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, or their designee, 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 28<sup>th</sup> day of June 2023**, by the following votes:

**Eastern Contra Costa Transit Authority**

\_\_\_\_\_  
Anissa Williams, Chair

\_\_\_\_\_  
Rashidi Barnes, Chief Executive Officer

**AYES:**

**NOES:**

**ABSENT**

**ABSTENTIONS:**

# **TAB 7**

Agenda Item #7e  
ACTION ITEM: On-Call Contract Award

Resolution #230628E

## **Board of Directors Meeting**

Wednesday June 28, 2023

ECCTA Boardroom  
801 Wilbur Avenue, Antioch, CA 94509

**Staff Report to ECCTA Board of Directors**

**Meeting Date:** June 28, 2023  
**Agenda Item:** On-Call A&E Consulting Services – Agenda Item #7e  
**Lead Staff:** Toan Tran, Chief Operating Officer  
**Approved:** Rashidi Barnes, Chief Executive Officer 

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**Background**

With several potential projects in consideration over the next several years, ECCTA decided that it would be in its best interests to acquire the services of an on-call A&E consultant or, if possible, a bench of on-call A&E consultants that ECCTA could turn to for consulting services. Since many of these projects are still in the initial stages, and may not even proceed, such a contract could not guarantee a specific amount of work and would need to be operated on a task-order basis. This would mean that any contract awarded would not contain a specific total associated with it. However, in order to comply with ECCTA's procurement policies and procedures, any task order exceeding \$100,000 would require approval from the Board of Directors.

**Process**

April 24, 2023: ECCTA published RFP 2023-02 for on-call A&E consulting services.

May 1, 2023: 17 firms attended a virtual pre-proposal meeting.

May 25, 2023: ECCTA received seven responsive proposals from:

- Bellecci
- BKF Engineers
- Burns Engineering, Inc.
- Mark Thomas & Company, Inc.
- Stantec Consulting Services, Inc.
- Topa Architecture
- CH&D Architects

After reviewing the technical proposals, ECCTA would like to invoke its right to award to multiple contractors, as built into the RFP, having determined that Stantec Consulting Services, Inc., Mark Thomas & Company, and BKF Engineers would provide ECCTA the most qualified bench possible, in compliance with the Brooks Act.

**Requested Action**

Adopt Resolution #230628E authorizing the CEO to enter into three three-year contracts for on-call consulting services with Stantec Consulting Services Inc., Mark Thomas & Company, Inc., and BKF Engineers, each with two one-year options, with the stipulation that any task order in excess of \$100,000 to any of the three companies be submitted to the ECCTA Board of Directors for approval.

**Agenda Item 7e**  
*Eastern Contra Costa Transit Authority  
Board of Directors Meeting  
June 28, 2023*



# TRI DELTA TRANSIT

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

## **RESOLUTION #230628E AUTHORIZATION FOR AWARD OF CONTRACTS FOR ON-CALL A&E CONSULTING SERVICES**

**Resolution #230628E authorizes the CEO to enter into three contracts for on-call A&E consulting services.**

**WHEREAS**, ECCTA plans to have future projects that require A&E consulting services; and

**WHEREAS**, the services will be awarded on a task order basis; and

**WHEREAS**, task orders in excess of \$100,000 will require approval from the Board of Directors in accordance with ECCTA procurement policies and procedures; and

**WHEREAS**, ECCTA received seven proposals in response to RFP #2023-02, which was published on April 24, 2023; and

**WHEREAS**, Stantec Consulting Services Inc., Mark Thomas & Company, Inc, and BKF Engineers are the recommendations of ECCTA as being the most qualified firms, in accordance with the Brooks Act;

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Directors of the Eastern Contra Costa Transit Authority to adopt Resolution #230628E authorizing the CEO to enter into three contracts for on-call consulting services, each for three years with two one-year options, with Stantec Consulting Services Inc., Mark Thomas & Company, Inc., and BKF Engineers, with the stipulation that any task order issued to these three companies in excess of \$100,000 be submitted to the Board of Directors for approval.

**PASSED AND ADOPTED THIS 28<sup>th</sup> day of June 2023**, by the following votes:

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

\_\_\_\_\_  
Anissa Williams, Chair

\_\_\_\_\_  
Rashidi Barnes, Chief Executive Officer

**AYES:** \_\_\_\_\_

**NOES:** \_\_\_\_\_

**ABSENT:** \_\_\_\_\_

**ABSTENTIONS:** \_\_\_\_\_

# **TAB 8**

Agenda Item #7f

ACTION ITEM: ECCTA FY2023-2024 Insurance Policy

## **Board of Directors Meeting**

Wednesday June 28, 2023

ECCTA Boardroom  
801 Wilbur Avenue, Antioch, CA 94509

## Staff Report to ECCTA Board of Directors

**Meeting Date:** June 28, 2023  
**Agenda Item:** ECCTA FY2023-2024 Insurance Policy – Agenda Item #7f  
**Lead Staff:** Toan Tran, Chief Operating Officer  
**Approved:** Rashidi Barnes, Chief Executive Officer 

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### Background

The current commercial insurance policy for ECCTA, which includes general liability, excess liability, property, crime and employee benefits liability insurances is set to expire on June 30<sup>th</sup>, 2023. The coverage provider, Travelers Insurance, notified ECCTA that it will not renew the policy for the coming year due to the risk exposure. Traveler's notes a claim in 2016 and a pending claim as supporting reasons for their decision not to continue to extend coverage to ECCTA. The result of this situation is that ECCTA needs to enter into a new policy that begins at least by July 1, 2023.

ECCTA's insurance broker, EPIC Insurance Brokers (EPIC), researched options for insurance coverage. EPIC only located one option that would accept ECCTA into coverage by July 1, 2023: the Golden State Risk Management Authority (GSRMA). GSRMA is a Joint Powers Authority that is a risk-sharing pool for public entities. By becoming a member of the GSRMA, ECCTA will participate in all insurance coverage programs available. With over 300-member agencies, GSRMA is able to provide stable rate and high coverage limits.

With a lack of other options, and in order to avoid a lapse in insurance coverage, ECCTA staff recommends entering into an agreement with GSRMA to become a member for the FY2023-24. The new annual premium is \$444,238, which is in line with the premiums paid by other regional transit agencies, including, the Livermore Amador Valley Transit Authority (LAVTA), Western Contra Cost County Transit Authority (WestCAT), and County Connection's annual premium with a similar risk pool called CalTIP.

### Requested Action

Adopt Resolution #230628F authorizing ECCTA to apply for membership with GSRMA for insurance coverage in FY2023-2024.



# TRI DELTA TRANSIT

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

**RESOLUTION #230628F  
AUTHORIZATION OF THE FISCAL YEAR 2023-2024  
COMMERCIAL INSURANCE POLICY**

**WHEREAS**, Eastern Contra Costa Transit Authority’s (ECCTA) current commercial insurance policy expires on June 30, 2023; and

**WHEREAS**, the current insurance policy provider has informed ECCTA that it will not be renewing the policy; and

**WHEREAS**, the Golden State Risk Management Authority (GSRMA), a Joint Powers Authority that is a risk-sharing pool for public entities, is the only agency offering to provide commercial insurance coverage to ECCTA; and

**WHEREAS**, ECCTA will enter into an agreement with GSRMA to become a member and participate in all coverage programs available to ECCTA;

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Directors of the Eastern Contra Costa Transit Authority that the Chief Executive Officer or their designee is authorized to negotiate the terms and conditions with the Golden State Risk Management Authority on behalf of ECCTA and execute the documentation required for membership by the Golden State Risk Management Authority for a commercial insurance policy for the fiscal year 2023-2024 in the amount of \$444,238.

PASSED AND ADOPTED THIS 28<sup>th</sup> day of June 2023, by the following votes:

**EASTERN CONTRA COSTA TRANSIT AUTHORITY**

\_\_\_\_\_  
Anissa Williams, Chair

\_\_\_\_\_  
Rashidi Barnes, Chief Executive Officer

**AYES:** \_\_\_\_\_  
**NOES:** \_\_\_\_\_

**ABSENT:** \_\_\_\_\_  
**ABSTENTIONS:** \_\_\_\_\_

# **TAB 9**

Agenda Item #7g

**ACTION ITEM: FY2023-2024 ECCTA Board of Directors  
Election of Officers**

## **Board of Directors Meeting**

**Wednesday June 28, 2023**

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

**Staff Report to ECCTA Board of Directors**

**Meeting Date:** June 28<sup>th</sup>, 2023

**Agenda Item:** FY 23-24 ECCTA Board of Directors Officers – Agenda Item #7g

**Lead Staff:** Rashidi Barnes, Chief Executive Officer 

The first amendment to the Restated Joint Exercise of Powers Agreement establishing the Eastern Contra Costa Transit Authority, dated May 21<sup>st</sup>, 2000 and approved by all members of the JPA, addresses the rotation of officers of the Board of Directors. The designated rotation is:

	<b><u>Chair</u></b>	<b><u>Vice-chair</u></b>
2022-2023	Oakley	Antioch
2023-2024	Antioch	County
2024-2025	County	Brentwood
2025-2026	Brentwood	Pittsburg
2026-2027	Pittsburg	Oakley

Currently, Antioch representative Mayor Lamar Thorpe is serving as the vice-chair of the ECCTA Board of Directors and will presumably assume the role of chair when officially elected by the entire Board of Directors.

The County representatives (Supervisor Burgis and Supervisor Glover) have agreed that Director Glover will assume the vice-chair position for FY 23-24 when officially elected by the entire Board of Directors.

**Requested Actions**

#1: Elect Antioch representative Lamar Thorpe as Chair of the ECCTA Board of Directors for FY 2023-24.

#2: Elect County representative Federal Glover to serve as Vice-Chair of the ECCTA Board of Directors for FY 2023-24.