

# 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 August 23, 2017

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
- Anticipated action by the Board of Directors

1. **Call to Order:** Chair Monica Wilson

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 4 of this agenda.

4. **Chair's Report:** Chair Monica Wilson

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

- a. Minutes of the Board of Directors meeting of June 28, 2017
- b. Financial Report
- c. Marketing Activities Report

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

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

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

**Board of Directors:**

City of Antioch

Lamar Thorpe  
Monica Wilson\*

City of Brentwood

Barbara Guise  
Robert Taylor

City of Oakley

Doug Hardcastle  
Kevin Romick

City of Pittsburg

Merl Craft  
Pete Longmire

Contra Costa County

Diane Burgis\*\*  
Federal Glover

Member-at-Large

Ken Gray

\* Chair: FY 2017-18

\*\* Vice-chair: FY 2017-18

**Board of Directors Meeting Agenda**  
**Wednesday August 23, 2017**

**7. ACTION AND DISCUSSION ITEMS**

- a. **ACTION ITEM:** Bus Roof Scaffolding  
(see attachment: tab #3)

**Requested Action:** Adopt Resolution #170823a authorizing the CEO to execute and deliver a purchase order for the purchase and installation of bus roof scaffolding to Bird Ladder & Equipment Company for \$40,853.

- b. **ACTION ITEM:** Mobile Ticketing  
(see attachment: tab #4)

**Requested Action:** Adopt Resolution #170823b authorizing the CEO to enter into a contract approved by the ECCTA attorney for a one year demonstration project with americaneagle.com for an amount not to exceed \$99,000 plus a 6% per transaction fee and a 2.8% credit card gateway fee.

- c. **ACTION ITEM:** Scheduling Software  
(see attachment: tab #5)

**Requested Action:** Adopt Resolution #170823c authorizing the CEO to purchasing fixed route scheduling software from Remix for an amount not to exceed \$100,000.

- d. **ACTION ITEM:** FYI 2017-18 CEO and Staff Meeting Attendance  
(see attachment: tab #6)

**Requested Action:** Approve the requested additional staff conference attendance.

- e. **DISCUSSION ITEM:** Waysign Demonstration Project  
(see attachment: tab #7)

**Requested Action:** 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: September 27, 2017 – 4:00pm

**Public Comment Guidelines:**

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

**Agenda, staff report, and document availability:**

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

**Americans with Disabilities Act Information:**

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

**Anticipated action by the Board of Directors:**

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

# **TAB 1**

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

## **Board of Directors Meeting**

**Wednesday August 23, 2017**

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

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

**MINUTES**

June 28, 2017

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

**ROLL CALL / CALL TO ORDER**

**PRESENT:** Diane Burgis\* (Contra Costa County), Merl Craft (Pittsburg), Ken Gray (Member-at-Large), Barbara Guise (Brentwood), Kevin Romick (Oakley), Robert Taylor (Brentwood), Monica Wilson (Antioch), Mary Rocha (Antioch/Vice Chair), and Doug Hardcastle (Oakley/Chair)  
\*Arrived after Roll Call (Represented by Alternate Michael Daugelli prior to arrival)

**ABSENT:** Federal Glover (Contra Costa County), and Pete Longmire (Pittsburg)

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

**OTHERS**

**PRESENT:** Michael Daugelli, Antioch  
Susan Hinson, First Transit  
Gary Mitchell, First Transit  
Hosie Pintily, First Transit  
Lou Rocha, Antioch

**PLEDGE OF ALLEGIANCE**

Chair Hardcastle led the Pledge of Allegiance.

**PUBLIC COMMENT**

There were no comments from the public.

**CHAIR'S REPORT**

Chair Hardcastle advised that Mary Rocha had served on the Tri Delta Transit Board of Directors from 1992 through 2000, 2008-2010, and 2012 through this date, and had been an important part of the agency's growth and success, active in the industry and had

attended many conferences over the years bringing important information back to the agency. He and the full Board thanked Mary Rocha for her service.

### **CONSENT CALENDAR**

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

- A. Minutes of the Board of Directors meeting of April 26, 2017
- B. Financial Report
- C. Marketing Activities Report

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

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

- A. Operations Report

Chief Executive Officer (CEO) Jeanne Krieg asked those attending the Transit Board Member Seminar to advise how they would be getting to and from the Oakland Airport.

Ms. Krieg referenced the car charging stations in front of the Tri Delta Transit facility and advised that they would be ready for use in the near future. The charging stations for the new electric buses were currently under construction and would be ready when the first of the electric buses were delivered later this year. In addition, the facility solar project was underway and actual construction would begin August 16, 2017.

Ms. Krieg reported that the Antioch Park & Ride lot had been approved by the Planning Commission on May 17, and the necessary \$3.2 million funding to build it was being sought. She stated that the Antioch Park & Ride lot, along with the Oakley Park & Ride lot were critical to support eBART service, which was now expected to start by May 2018. Staff was coordinating with BART to ensure the Tri Delta Transit and eBART schedules were appropriately synchronized and so that the system redesign timetables could be completed. She noted that part of the Tri Delta Transit system redesign included a Low Carbon Transit Operations Program (LCTOP) grant to fund a circulator route from downtown Pittsburg to the Pittsburg Center station to Los Medanos College (LMC). Since BART had anticipated opening eBART in the fall of 2017 at the time of the LCTOP application, the grant required the service to start in September 2017, which was being pursued and which would focus on LMC students.

Ms. Krieg advised that the KRON Channel 4 news program called "People Behaving Badly" had featured Tri Delta Transit in one of its episodes, which episode was presented to the Board at this time.

Ms. Krieg announced that new Boardmember Lamar Thorpe from Antioch, who would replace outgoing Director Mary Rocha, would be joining the Board in August. She also reported that paratransit applications were now on the website and there had been a very positive reaction; the first fuel hedging purchase had been processed this month; the See Something – Say Something app had been fully tested and would be introduced to customers in August; fixed route ridership continued to be at 2012 levels, and given the national decline strategies to address the decline were being pursued; and all financial performance parameters were as expected, on course to end the year well within the budget.

Ms. Krieg also reported that the Bus Transit Coordinating Council comprised of the three bus operators in Contra Costa County, which met on a regular basis to discuss common projects, had recently been asked to make a presentation to the Contra Costa Transportation Authority's (CCTA's) Board of Directors. The presentation had been well received.

The Board commended Ms. Krieg for her work.

### **ACTION AND DISCUSSION ITEMS**

#### **A. Mobile Ticketing**

Ms. Krieg advised that in conjunction with Clipper®, Tri Delta Transit wanted customers to be able to use their smart phone to get on and off the bus and to be able to buy their tickets from smart phones.

Chief Operating Officer (COO) Steve Ponte explained that mobile ticketing allowed passengers the option to get their tickets on line or on the fly, and to visually show a fare ticket, and allowed drivers to know that those tickets were not fraudulent. A mobile scanner allowed drivers to take a scan. He presented examples of tokens which identified the accounts rider, which staff wanted to see used by disabled customers. He clarified it had nothing to do with Clipper® at this point. Once the ticket was activated, the visual ticket would be displayed for a specified period of time, and once the demonstration project was over a scanned ticket system had been proposed.

Ms. Krieg added that after the demonstration period the system would be evaluated, the cost would be identified, and a recommendation would be made to the Board for a decision.

B. Paratransit Subscription Service

Ms. Krieg explained that paratransit service (Dial-A-Ride) allowed subscription service to individuals who made regular trips to school, work, or medical clinics. Years ago Tri Delta Transit offered subscription services, and while there had been some abuse of the service which had resulted in a pay-in-advance policy, many customers had been ill-served by that policy. As a result, she recommended a new subscription service plan starting in August that would allow anyone to sign up, no prepay, although customers had to show up, and there could not be a substantial number of cancels. Customers had supported the proposal.

C. Authorization to File Federal Transit Administration (FTA) Formula Fund Applications

Ms. Krieg advised of the need to file various grant applications, one of which was the Federal Transit Administration Formula Fund, which now had a new format that was generic in scope and span and could be used for several years once approved.

On motion by Director Rocha, seconded by Director Romick, ECCTA Boardmembers adopted Resolution 170628a which authorizes the CEO or her designee to file applications for federal funds in FTA's new format, carried by the following vote:

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

D. Authorization to File an Application for California Transit Security Grant Program (CTSGP) Funds

Ms. Krieg advised of the CTSGP program, commented that this would be the last year of CTSGP funding opportunities, and explained that the funds would be used to acquire and install a satellite communications system for ECCTA's mobile Emergency Operations Center (EOC), which would be parked at the facility and used as needed.

On motion by Director Guise, seconded by Director Craft, ECCTA Boardmembers adopted Resolution 170628b which authorizes the CEO or her designee to file an application for FY 17 CTSGP funds, carried by the following vote:

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



E. Authorization to File an Application for a Low or No Emission (LoNo) Grant

Ms. Krieg identified the grant to accommodate the purchase and related charging infrastructure for electric buses and the need for authorization to pursue the grant.

On motion by Director Rocha, seconded by Director Burgis, ECCTA Boardmembers adopted Resolution 170628c which authorizes the CEO or her designee to submit an application for a Low or No (LoNo) grant for the purpose of acquiring two electric buses, carried by the following vote:

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

F. Pacific Gas and Electric (PG&E) Easement

Ms. Krieg advised of the need to grant a permanent easement to PG&E to construct and maintain facilities for the bus charging stations infrastructure.

On motion by Director Rocha, seconded by Director Burgis, ECCTA Boardmembers adopted Resolution 170628d granting authorization to the CEO to execute an easement agreement with PG&E in a form approved by ECCTA's General Counsel, carried by the following vote:

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

G. FY 2017-18 ECCTA Board of Directors Officers

Chair

On motion by Director Rocha, seconded by Director Craft to nominate Monica Wilson as the Chair of the ECCTA Board of Directors for FY 2017-18. There were no other nominations and the nominations were closed. **Monica Wilson** was elected as the Chair of the ECCTA Board of Directors for FY 2017-18 by the following vote:

AYES: Burgis, Craft, Gray, Guise, Rocha, Romick, Taylor, Wilson, Hardcastle  
NOES: None

ABSTAIN: None  
ABSENT: Glover, Longmire

#### Vice Chair

On motion by Director Romick, seconded by Director Rocha to nominate Diane Burgis as the Vice Chair of the ECCTA Board of Directors for FY 2017-18. There were no other nominations and the nominations were closed. **Diane Burgis** was elected as the Vice Chair of the ECCTA Board of Directors for FY 2017-18 by the following vote:

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

#### **BOARD OF DIRECTORS COMMENTS**

Chair Wilson advised that under former Chair Hardcastle's leadership, Tri Delta Transit had a very successful year that would end with strong financial indicators. The agency would be under budget and continued to rebuild Transportation Development Act (TDA) and State Transit Assistance (STA) reserves to pre-recession levels. In addition, during Doug's year the agency had signed contracts to add electric buses to the fleet, implemented a fuel hedging program, began construction on a facility solar project, and there was a balanced and funded budget for the coming year. On behalf of staff and the Board of Directors, she thanked Doug for his vision and leadership.

Director Craft reported that the City of Pittsburg had received a \$4.5 million grant for the intermodal station, and had received a \$300,000 grant to start mitigation at the waterfront to bring manufacturing jobs to the waterfront. A big part of that effort was including BART and other transit to bring traffic down to the station.

Director Rocha thanked the Board for recognizing her service and urged Boardmembers to take advantage of available conferences to be able to network and gather information of benefit to Tri Delta Transit. She also urged Boardmember to consider participating in some of the American Public Transportation Association (APTA) committees.

Director Romick referred to mobility management and noted that First Transit had just partnered with CCTA to be the exclusive transit operators testing the Easy Mile shuttle, and noted the CCTA's testing of autonomous vehicles at the Concord Naval Weapons Station (CNWS), which had simulated a town environment to test the autonomous vehicles. He added that autonomous buses were being tested at Bishop Ranch, and suggested that Tri Delta Transit become involved in that process. He also noted that Uber was accepting reservations for people other than those making the call. Given that autonomous vehicles were expected on the road by 2020, which would create a huge

transition in everything, he emphasized the need for Tri Delta Transit to become involved and stay abreast of the new technologies being tested.

Director Taylor noted that the State Budget had allocated \$3.5 million to the GoMentum Station at the CNWS where autonomous vehicles were being tested.

Director Guise agreed that everything was moving very quickly and the new technologies had to be tracked carefully. She thanked Director Rocha for her service. She also reported that the City of Brentwood had scheduled its first Fourth of July Parade.

Director Gray also wished Director Rocha well; he announced that there would be free concerts in Antioch every Saturday starting on July 8 at Waldie Plaza; and information from the Senior Mobility Action Council (SMAC), a subsidiary of the Committee on Aging would be provided. He looked forward to the use of electric buses.

Director Hardcastle reported that there would be a cityhood celebration in Oakley on Saturday, July 1 at 6:00 P.M. He also commented that it had been easy being Chair of the Board of Directors given the skill and support of Tri Delta Transit staff.

### **ADJOURNMENT**

Chair Wilson adjourned the meeting of the Eastern Contra Costa Transit Authority at 4:47 P.M. to July 26, 2017 at 4:00 P.M. in the ECCTA Administration Facility, 801 Wilbur Avenue, Antioch, California.

Respectfully submitted,

Anita L. Tucci-Smith

**TRI DELTA TRANSIT**  
**Income Statement - Comparison to Annual Budget**  
 As of July 31, 2017  
*(unaudited)*

	YTD Actual			YTD Budget			YTD Variance favorable/(unfavorable)			FY18 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	\$ 197,761	\$ 176,383	\$ 21,398	\$ 246,796	\$ 211,973	\$ 34,823	\$ (49,015)	\$ (35,590)	\$ (13,425)	\$ 3,022,000	\$ 2,592,000	\$ 430,000	\$ 7%	\$ 7%	\$ 5%
Other Income	\$ 13,859	\$ -	\$ 13,859	\$ 12,500	\$ -	\$ 12,500	\$ 1,359	\$ -	\$ 1,359	\$ 235,000	\$ 85,000	\$ 150,000	\$ 6%	\$ 6%	\$ 9%
	\$ 211,640	\$ 176,383	\$ 35,257	\$ 259,296	\$ 211,973	\$ 47,323	\$ (47,656)	\$ (35,690)	\$ (12,066)	\$ 3,257,000	\$ 2,677,000	\$ 580,000	\$ 8%	\$ 7%	\$ 9%
<b>Total Operating Revenues:</b>															
	\$ 954,092	\$ 752,945	\$ 201,147	\$ 968,000	\$ 698,400	\$ 269,600	\$ 13,908	\$ (54,545)	\$ 66,463	\$ 11,809,200	\$ 8,515,900	\$ 3,293,300	\$ 8%	\$ 9%	\$ 6%
<b>OPERATING EXPENSES</b>															
Purchased Transportation	\$ 220,767	\$ 165,781	\$ 54,986	\$ 248,183	\$ 203,333	\$ 44,850	\$ 27,416	\$ 37,552	\$ (10,136)	\$ 3,000,000	\$ 2,454,900	\$ 545,100	\$ 7%	\$ 7%	\$ 10%
Materials and Supplies	\$ 323,996	\$ 263,593	\$ 60,405	\$ 350,000	\$ 304,500	\$ 45,500	\$ 26,000	\$ 40,807	\$ (14,905)	\$ 4,200,000	\$ 3,654,000	\$ 546,000	\$ 8%	\$ 7%	\$ 11%
Salaries & Benefits	\$ 80,294	\$ 72,134	\$ 8,160	\$ 69,163	\$ 53,250	\$ 15,913	\$ (11,131)	\$ (18,884)	\$ 7,753	\$ 830,000	\$ 638,000	\$ 191,000	\$ 10%	\$ 11%	\$ 4%
Services	\$ 27,255	\$ 24,916	\$ 2,339	\$ 26,000	\$ 25,200	\$ 800	\$ (1,255)	\$ 284	\$ (1,539)	\$ 402,000	\$ 387,900	\$ 14,100	\$ 7%	\$ 9%	\$ 17%
Other	\$ 73,804	\$ 67,975	\$ 5,829	\$ 71,375	\$ 65,581	\$ 5,794	\$ (2,429)	\$ (2,364)	\$ (85)	\$ 594,000	\$ 499,600	\$ 94,400	\$ 14%	\$ 14%	\$ 17%
Casualty and liability insurance	\$ 22,974	\$ 21,887	\$ 1,087	\$ 7,200	\$ 6,768	\$ 432	\$ (15,774)	\$ (14,919)	\$ (855)	\$ 240,000	\$ 226,600	\$ 13,400	\$ 10%	\$ 10%	\$ 9%
Utilities	\$ 5,080	\$ 4,102	\$ 978	\$ 5,600	\$ 4,700	\$ 900	\$ 420	\$ 598	\$ (178)	\$ 23,000	\$ 19,600	\$ 3,400	\$ 22%	\$ 21%	\$ 29%
Taxes	\$ 1,708,264	\$ 1,373,133	\$ 335,131	\$ 1,745,421	\$ 1,361,732	\$ 383,689	\$ 37,157	\$ (11,401)	\$ 48,558	\$ 21,038,200	\$ 16,386,500	\$ 4,641,700	\$ 8%	\$ 8%	\$ 7%
<b>Total Operating Expenses:</b>															
	\$ 660,444	\$ 633,143	\$ 27,301	\$ 1,485,708	\$ 1,149,363	\$ 336,345	\$ (825,264)	\$ (516,220)	\$ (309,044)	\$ 949,673	\$ 408,649	\$ 541,024	\$ 5%	\$ 7%	\$ 1%
<b>NON-OPERATING REV</b>															
Federal Funds	\$ 619,240	\$ 260,477	\$ 358,763	\$ -	\$ -	\$ -	\$ 619,240	\$ 250,477	\$ 368,763	\$ 1,875,804	\$ 1,010,676	\$ 865,128	\$ 33%	\$ 25%	\$ 43%
Local Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,624,596	\$ 2,624,596	\$ -	\$ -	\$ -	\$ -
Inter-Operator Agreements	\$ -	\$ -	\$ -	\$ 417	\$ 366	\$ 21	\$ -	\$ -	\$ -	\$ 5,000	\$ 4,750	\$ 250	\$ 11%	\$ 12%	\$ -9%
Interest & Other Misc Income	\$ 565	\$ 587	\$ (22)	\$ 1,488,125	\$ 1,149,759	\$ 338,366	\$ (205,876)	\$ 191	\$ (43)	\$ 17,781,200	\$ 13,719,500	\$ 4,061,700	\$ 7%	\$ 6%	\$ 10%
<b>Total Non-operating Revenues:</b>															
	\$ (216,375)	\$ (312,543)	\$ 96,168	\$ -	\$ -	\$ -	\$ (216,375)	\$ (312,543)	\$ 96,168	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>EXCESS REV/(EXP)</b>															

Agenda Item #5b  
 Eastern Contra Costa Transit Authority  
 Board of Directors Meeting  
 August 23, 2017

**TRI DELTA TRANSIT**  
**Income Statement - Comparison to Prior Year**  
 As of July 31, 2017  
*(unaudited)*

	July 2017 YTD Actual			July 2016 YTD Actual			FY18 vs FY17 - YTD			% Change from Previous Year		
	ECCTA	FR	DR	ECCTA	FR	DR	ECCTA	FR	DR	ECCTA	FR	DR
<b>OPERATING REVENUES</b>												
Passenger Fares	\$ 197,781	\$ 176,383	\$ 21,398	\$ 241,852	\$ 213,183	\$ 28,669	\$ (44,071)	\$ (36,800)	\$ (7,271)	-18%	-17%	-25%
Other Income	\$ 13,859	\$ -	\$ 13,859	\$ -	\$ -	\$ -	\$ 13,859	\$ -	\$ 13,859	0%	0%	0%
<b>Total Operating Revenues:</b>	<b>\$ 211,640</b>	<b>\$ 176,383</b>	<b>\$ 35,257</b>	<b>\$ 241,852</b>	<b>\$ 213,183</b>	<b>\$ 28,669</b>	<b>\$ (30,212)</b>	<b>\$ (36,800)</b>	<b>\$ 6,588</b>	<b>-12%</b>	<b>-17%</b>	<b>23%</b>
<b>OPERATING EXPENSES</b>												
Purchased Transportation	\$ 954,092	\$ 752,945	\$ 201,147	\$ 927,845	\$ 667,352	\$ 260,493	\$ (26,247)	\$ (85,593)	\$ 59,346	-3%	-13%	23%
Materials and Supplies	\$ 220,767	\$ 165,781	\$ 54,986	\$ 228,270	\$ 191,647	\$ 36,623	\$ 7,503	\$ 25,866	\$ (18,363)	3%	13%	-50%
Salaries & Benefits	\$ 323,998	\$ 263,593	\$ 60,405	\$ 300,783	\$ 276,234	\$ 24,549	\$ (23,215)	\$ 12,641	\$ (35,856)	-8%	5%	-146%
Services	\$ 80,294	\$ 72,134	\$ 8,160	\$ 84,425	\$ 79,803	\$ 4,622	\$ 4,131	\$ 7,669	\$ (3,538)	5%	10%	-77%
Other	\$ 27,255	\$ 24,916	\$ 2,339	\$ 44,785	\$ 41,696	\$ 3,089	\$ 17,530	\$ 16,780	\$ 750	39%	40%	24%
Casualty and liability insurance	\$ 73,804	\$ 67,975	\$ 5,829	\$ 70,205	\$ 56,670	\$ 13,535	\$ (3,599)	\$ (11,305)	\$ 7,706	-5%	-20%	57%
Utilities	\$ 22,974	\$ 21,687	\$ 1,287	\$ 15,385	\$ 14,579	\$ 806	\$ (7,589)	\$ (7,108)	\$ (481)	-49%	-49%	-60%
Taxes	\$ 5,080	\$ 4,102	\$ 978	\$ 5,123	\$ 4,014	\$ 1,109	\$ 43	\$ (88)	\$ 131	1%	-2%	12%
<b>Total Operating Expenses:</b>	<b>\$ 1,708,264</b>	<b>\$ 1,373,133</b>	<b>\$ 335,131</b>	<b>\$ 1,676,821</b>	<b>\$ 1,331,995</b>	<b>\$ 344,826</b>	<b>\$ (31,443)</b>	<b>\$ (41,138)</b>	<b>\$ 9,695</b>	<b>-2%</b>	<b>-3%</b>	<b>3%</b>
<b>NON-OPERATING REV</b>												
Federal Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
State Funds	\$ 660,444	\$ 633,143	\$ 27,301	\$ -	\$ -	\$ -	\$ 660,444	\$ 633,143	\$ 27,301			
Local Funds	\$ 619,240	\$ 250,477	\$ 368,763	\$ -	\$ -	\$ -	\$ 619,240	\$ 250,477	\$ 368,763			
Inter-Operator Agreements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Interest & Other Misc Income	\$ 565	\$ 587	\$ (22)	\$ 450	\$ 300	\$ 150	\$ 115	\$ 287	\$ (172)	26%	96%	-115%
<b>Total Non-operating Revenues:</b>	<b>\$ 1,280,249</b>	<b>\$ 884,207</b>	<b>\$ 396,042</b>	<b>\$ 450</b>	<b>\$ 300</b>	<b>\$ 150</b>	<b>\$ 1,279,799</b>	<b>\$ 883,907</b>	<b>\$ 395,892</b>	<b>284400%</b>	<b>294636%</b>	<b>253928%</b>
<b>EXCESS REV(EXP)</b>	<b>\$ (216,375)</b>	<b>\$ (312,543)</b>	<b>\$ 96,168</b>	<b>\$ (1,434,519)</b>	<b>\$ (1,118,512)</b>	<b>\$ (316,007)</b>	<b>\$ 1,218,144</b>	<b>\$ 805,969</b>	<b>\$ 412,175</b>			

Agenda Item #5b  
 Eastern Contra Costa Transit Authority  
 Board of Directors Meeting  
 August 23, 2017

## Staff Report to ECCTA Board of Directors

**Meeting Date:** August 23, 2017

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

**Lead Staff:** Mike Furnary, Director of Marketing

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



### **I. Completed Marketing Activities – July/August 2017**

**1. Mobile Web site promotional banner**

Created and programmed addition of promotional banner to appear on mobile web site allowing access to information once exclusive to desktop site.

**2. Route 300 Ridership Promotion**

Completed planning and executed launch multi-media promotion of Express Route 300. Program provides ongoing free trial ride incentive offer.

**3. Buy 1 Get 1 Direct Mail**

Completed internal direct mail program to promote the extension of 511 Contra Costa County-funded 20-ride pass promotion.

**4. School Registration Information Tables**

Provided 2017-2018 school-specific transit information for all high schools and middle schools in Brentwood, Antioch, Oakley, Pittsburg, as well as Mt. Diablo High School in Concord.

**5. Art, Wine & Jazz Festival Cross Promotion**

Coordinated cross promotional agreement with local event taking place the last week of August. Agreement provides for sponsorship recognition and advertising extension in exchange for bus advertising.

**6. Los Medanos College Student Outreach**

Attended Welcome Week activities on college campus to promote new Route 381 to LMC Students. Per our promotional agreement, LMC Students will ride Route 381 free until December 31, 2017 with current/valid LMC student ID.

**7. Community Outreach**

Continued 2017 outreach schedule with presentation to staff members of the Pittsburg Behavioral Health Clinic.

**8. Seafood Festival Shuttle Planning**

Coordinating revision of event shuttle for September event. Currently working with event staff to secure parking locations and shuttle details.

**9. Ongoing marketing programs**

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

**II. Planned Marketing/Communications Activities**

1. Seafood Festival shuttle completion
2. Elerts (Tri Delta Transit Watch) rollout promotion
3. September schedule revise: print and distribution
4. Veterans' service guide brochure completion
5. New Route 381 launch promotion
6. 40th anniversary/weekend ridership promotion
7. Advertising creative development per 2018-2020 Marketing Plan

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# **TAB 2**

Agenda Item 6a  
CEO's REPORT: Operations Report

## **Board of Directors Meeting**

Wednesday August 23, 2017

ECCTA Boardroom  
801 Wilbur Avenue, Antioch, CA 94509



# Chief Executive Officer's Report

July - August 2017



TRI DELTA TRANSIT

## ECCTA Executive Team

Jeanne Krieg  
*Chief Executive Officer*

Steve Ponte  
*Chief Operating Officer*

Tom Harais  
*Chief Financial Officer*

Ann Hutcheson  
*Director of Administrative Services*

Kevin Moody  
*Director of Maintenance*

Mike Furnary  
*Director of Marketing*

Susan Hinson  
*First Transit Director of Operations*

## Highlights:

- I was honored to be elected to a three year term on the APTA Board of Directors.
- Paratransit applications are now available on the Tri Delta Transit website.
- Plans are underway for the celebration of Tri Delta Transit's 40<sup>th</sup> anniversary. A BBQ will be held on Wednesday September 27<sup>th</sup> from 11:30am – 1:00pm and 5:00pm – 6:30pm.
- Plans are being developed for promoting a new route that will serve the Pittsburg Marina, Pittsburg Center BART, and LMC. Service begins September 25<sup>th</sup>.
- Work continued on the facility solar system.
- Maintenance Coordinator Ray Shields and Service Worker Gerardo Carrillo were honored as the 2017 safety employees of the year.
- The Bliss Avenue Park & Ride lot opened after being closed since May 15<sup>th</sup> for construction associated with the Pittsburg Center BART station.
- Subscription passengers on Tri Delta Transit's paratransit service no longer receive a monthly invoice. Instead, passengers pay upon boarding the bus each time.
- Work continued on the electric bus and car charging stations. There is a slight delay by PG&E.
- California's Cap and Trade program was upheld by the California Supreme Court.
- The Governor signed a bill that addresses ambiguities in STA law regarding fund allocation.
- The See Something – Say Something Mobile App will be tested by a small group of passengers prior to introducing it to the public.
- The fuel hedging process continued.

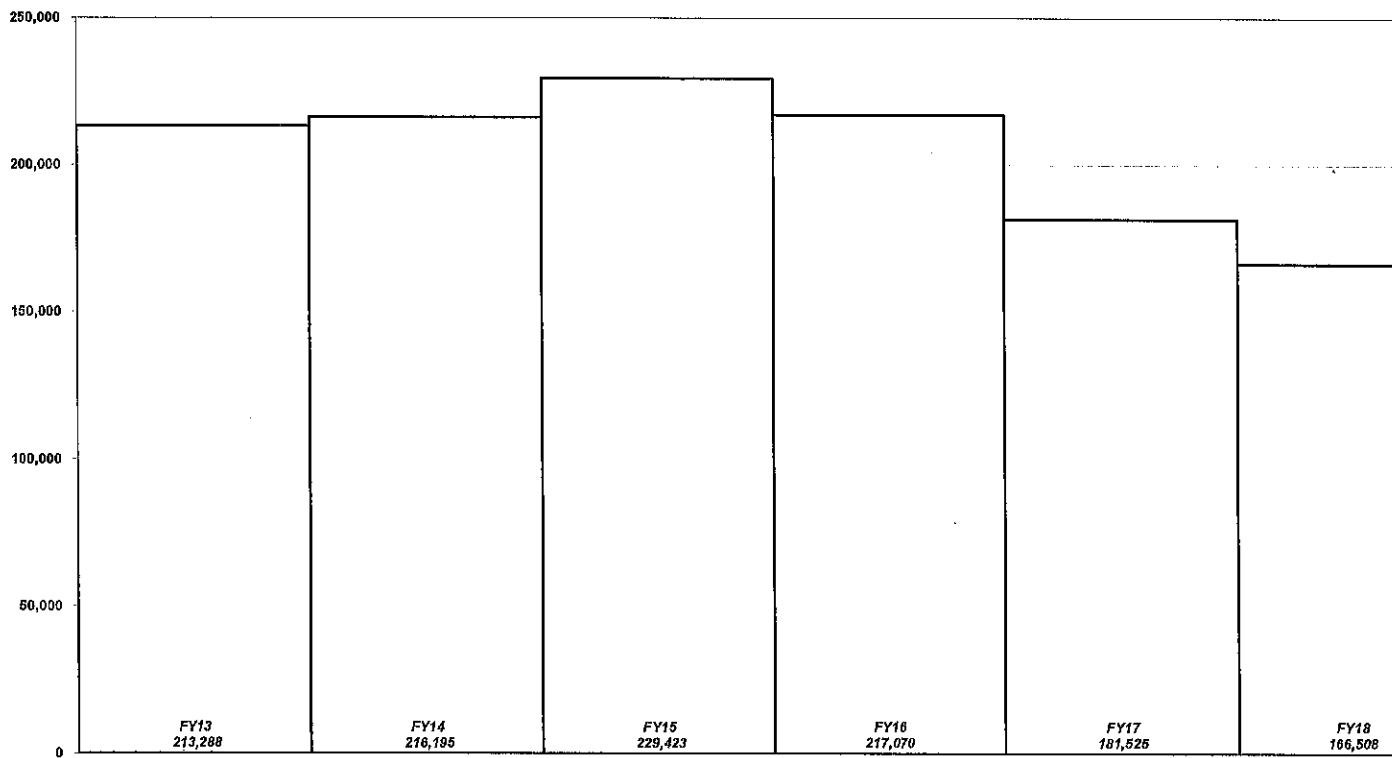
## Pending:

- Subsidized fare project
- Holiday dinner (December 13)
- Pittsburg Seafood Festival Shuttle (September 9-10)
- Electric bus delivery (late 2017)
- PG&E electric extension
- Facility solar project
- Service to Brentwood LMC campus (August 2018)
- Next generation of Clipper (2020)
- Service to eBART stations in Pittsburg and Antioch (May 2018)
- FTA's Safety Program
- Antioch Park & Ride lot construction
- Oakley Park & Ride lot construction

*Agenda Item #6a  
Eastern Contra Costa Transit Authority  
Board of Directors Meeting  
August 23, 2017*

# TRI DELTA TRANSIT

## FIRST MONTH YTD FR RIDERSHIP



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

								<b>YTD COMPARISON</b>		
	<i>Actual</i>					<i>Budget</i>	<i>17/18B</i>	<i>Actual</i>		% ▲
	12/13	13/14	14/15	15/16	16/17	17/18	%	Jul-16	Jul-17	
<b>DIAL-A-RIDE</b>										
<b>PASSENGERS</b>										
Total DAR Trips Provided	128,999	131,476	133,769	131,917	133,406	132,000	-1%	10,514	10,400	-1%
Average Weekday Ridership	470	471	487	489	498	496	0%	467	479	-2%
Average Sat Ridership	140	180	153	118	107	102	-5%	100	109	9%
Average Sun/Hol Ridership	72	68	63	49	47	42	-11%	45	45	0%
Average Passengers/Hour (wkdays DAR Only)	2.1	2.3	2.4	2.5	2.9	2.9	0%	2.9	2.8	-5%
<b>CUSTOMER SERVICE</b>										
Ride Refusals / Day	0.0	0.0	0.0	0.0	0.0	0.0	-100%	0.0	0.0	0%
Customer Complaints	0.097%	0.071%	0.103%	0.114%	0.382%	0.326%	-15%	0.257%	0.490%	91%
On Time Performance	87%	89%	87%	85%	81%	85%	5%	88%	80%	-9%
<b>MAINTENANCE</b>										
Gallons of Fuel Consumed	139,678	145,043	138,528	135,809	131,936	130,106	-1%	11,094	11,018	-1%
Miles Between Preventable Accidents	328,002	244,390	162,293	159,143	153,397	200,000	30%	74,477	68,975	-7%
Miles Between Road calls	109,566	61,109	139,113	190,963	919,507	100,000	-89%	74,477	68,975	-7%
<b>COST RATIOS</b>										
Farebox Recovery Ratio	11%	10%	10%	10%	11%	9%	-12%	8%	6%	-23%
\$/Gal Fuel	\$ 3.81	\$ 3.67	\$ 3.09	\$ 2.59	\$ 2.57	\$ 2.60	1%	\$ 2.06	\$ 2.52	22%
Operating Cost/Passenger	\$ 33.22	\$ 35.25	\$ 34.18	\$ 34.41	\$ 29.15	\$ 35.16	21%	\$ 32.80	\$ 32.22	-2%
Operating Cost/Revenue Hour	\$ 63.52	\$ 68.75	\$ 69.81	\$ 72.26	\$ 73.97	\$ 87.68	19%	\$ 81.14	\$ 84.97	5%
Operating Cost/Revenue Mile	\$ 5.36	\$ 5.76	\$ 5.74	\$ 5.85	\$ 5.18	\$ 6.17	19%	\$ 5.69	\$ 5.79	2%
<b>FIXED ROUTE</b>										
<b>PASSENGERS</b>										
Total FR Trips Provided	2,740,834	2,832,264	2,806,028	2,574,864	2,344,985	2,368,206	1%	181,525	166,508	-8%
Average Weekday Ridership	9,616	9,930	9,794	8,999	8,230	8,332	1%	7,619	7,020	-8%
Average Sat Ridership	3,232	3,464	3,498	3,061	2,715	2,777	2%	2,961	2,488	-16%
Average Sun/Hol Ridership	2,788	2,692	2,787	2,501	2,236	2,227	0%	2,390	2,278	-5%
Average Passengers/Hour	17.7	19.0	19.2	17.8	16.1	16.2	0%	15.5	13.7	-11%
<b>CUSTOMER SERVICE</b>										
Customer Complaints	0.012%	0.009%	0.009%	0.009%	0.025%	0.026%	5%	0.019%	0.025%	28%
On Time Performance	86%	92%	92%	92%	82%	85%	4%	83%	87%	4%
<b>MAINTENANCE</b>										
Gallons of Fuel Consumed	562,702	603,013	600,072	606,378	584,879	594,184	2%	51,189	42,066	-18%
Miles Between Preventable Accidents	65,392	110,754	98,066	97,469	117,465	100,000	-15%	100,281	201,080	101%
Miles Between Road calls	42,844	67,684	41,553	27,690	21,084	50,000	137%	16,714	22,342	34%
<b>COST RATIOS</b>										
Farebox Recovery Ratio	18%	18%	18%	18%	16%	16%	0%	16%	13%	-20%
\$/Gal Fuel	\$ 3.95	\$ 3.48	\$ 2.77	\$ 1.96	\$ 2.07	\$ 2.15	4%	\$ 1.58	\$ 2.20	39%
Operating Cost/Passenger	\$ 6.01	\$ 5.58	\$ 5.54	\$ 5.98	\$ 6.93	\$ 6.92	0%	\$ 7.34	\$ 8.25	12%
Operating Cost/Revenue Hour	\$ 106.53	\$ 105.76	\$ 106.36	\$ 106.33	\$ 111.83	\$ 112.11	0%	\$ 113.62	\$ 113.13	0%
Operating Cost/Revenue Mile	\$ 7.98	\$ 7.71	\$ 7.62	\$ 7.49	\$ 7.98	\$ 8.08	1%	\$ 8.03	\$ 8.18	2%

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

<b>TOTAL PASSENGER TRIPS</b>													
ROUTE											<b>YTD COMPARISON</b>		
	12/13	% Chg	13/14	% Chg	14/15	% Chg	15/16	% Chg	16/17	% Chg	Jul-16	Jul-17	% Chg
200	55,322	47%	55,914	1%	54,167	-3%	48,866	-10%	44,467	-9%	3,820	3,380	-12%
201	119,977	8%	124,289	4%	112,116	-10%	116,301	4%	117,839	1%	7,860	7,440	-5%
300	290,313	-4%	328,582	13%	353,802	8%	340,127	-4%	351,131	3%	26,620	26,260	-1%
379	15,232	49%	6,759	-56%	3,223	-52%	3,659	14%	2,407	-34%	0	0	N/A
380	680,981	16%	682,650	0%	666,704	-2%	606,012	-9%	552,671	-9%	38,660	35,500	-8%
383	35,031	2%	32,073	-8%	30,200	-6%	25,830	-14%	21,936	-15%	980	920	-6%
384	8,227	-69%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
385	61,388	66%	70,974	16%	68,013	-4%	66,045	-3%	54,207	-18%	3,540	3,160	-11%
386	2,172	-29%	1,902	-12%	1,583	-17%	1,507	-5%	1,398	-7%	0	0	N/A
387	262,396	23%	264,036	1%	257,944	-2%	233,185	-10%	198,990	-15%	16,120	13,720	-15%
388	366,041	14%	400,190	9%	370,128	-8%	327,585	-11%	287,820	-12%	21,320	19,400	-9%
389	53,255	14%	53,068	0%	51,480	-3%	45,836	-11%	40,557	-12%	3,280	3,440	5%
390	68,564	30%	72,054	5%	71,211	-1%	70,022	-2%	71,431	2%	5,640	5,420	-4%
391	370,500	7%	386,640	4%	402,579	4%	360,256	-11%	317,873	-12%	24,540	21,760	-11%
Shuttles	4,941	-48%	3,370	-32%	5,375	59%	13,410	149%	2,956	-78%	0	0	N/A
392	133,569	19%	142,284	7%	142,650	0%	124,708	-13%	110,687	-11%	11,904	10,188	-14%
393	135,181	21%	133,078	-2%	141,281	6%	126,653	-10%	114,022	-10%	11,260	10,608	-6%
394	71,567	41%	64,904	-9%	63,087	-3%	53,894	-15%	48,389	-10%	5,220	4,684	-10%
395	6,187	100%	9,497	100%	10,485	100%	10,968	100%	6,204	100%	761	628	-17%
<b>Total Fixed Route</b>	<b>2,740,834</b>	<b>13%</b>	<b>2,832,264</b>		<b>2,806,028</b>	<b>-1%</b>	<b>2,574,864</b>	<b>-8%</b>	<b>2,344,985</b>	<b>-9%</b>	<b>181,525</b>	<b>166,508</b>	<b>-8%</b>

<b>AVERAGE PASSENGERS PER REVENUE HOUR</b>													
ROUTE											<b>YTD COMPARISON</b>		
	12/13	% Chg	13/14	% Chg	14/15	% Chg	15/16	% Chg	16/17	% Chg	Jul-16	Jul-17	% Chg
200	12.6	22%	12.5	-1%	12.6	1%	11.5	-9%	9.9	-14%	11.3	8.8	-22%
201	17.8	-10%	17.9	1%	17.0	-5%	16.1	-5%	13.8	-15%	11.9	10.3	-14%
300	15.8	0%	18.6	18%	20.3	10%	19.6	-4%	20.6	5%	19.2	19.6	2%
379	10.7	9%	16.8	57%	26.5	57%	30.6	15%	18.9	-38%	0.0	0.0	N/A
380	20.2	16%	20.6	2%	20.2	-2%	18.7	-7%	17.3	-8%	15.2	13.8	-9%
383	10.2	5%	12.6	23%	13.0	3%	11.6	-11%	10.1	-12%	5.5	5.3	-3%
384	14.8	43%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
385	11.9	7%	12.9	8%	12.3	-4%	11.4	-8%	9.3	-19%	7.8	6.7	-14%
386	3.6	-7%	6.3	74%	6.3	1%	6.6	5%	6.0	-10%	0.0	0.0	N/A
387	22.8	16%	23.7	4%	23.3	-2%	21.7	-7%	18.6	-14%	19.2	15.1	-21%
388	17.1	10%	18.2	7%	17.4	-5%	16.2	-7%	14.3	-12%	13.5	11.9	-12%
389	13.4	-1%	14.4	8%	15.4	7%	14.4	-6%	12.4	-14%	13.1	12.4	-6%
390	18.6	73%	20.8	12%	21.5	3%	21.4	-1%	22.1	3%	21.9	20.3	-8%
391	19.6	5%	20.5	4%	21.9	7%	19.7	-10%	17.3	-12%	17.0	14.4	-15%
Shuttles	N/A	N/A	6.4	N/A	30.7	383%	23.6	-23%	15.0	-36%	0.0	0.0	0%
392	17.6	16%	19.1	9%	18.9	-1%	16.7	-12%	14.2	-15%	16.9	13.0	-23%
393	17.5	7%	17.5	0%	18.7	7%	16.8	-10%	15.3	-9%	15.6	14.7	-6%
394	15.0	28%	17.0	13%	15.9	-7%	13.9	-13%	12.9	-7%	14.4	12.8	-11%
395	12.0	N/A	16.2	N/A	16.4	1%	17.1	5%	9.9	-42%	12.4	10.7	-14%
<b>Total Fixed Route</b>	<b>17.7</b>	<b>12%</b>	<b>19.0</b>	<b>7%</b>	<b>19.2</b>	<b>1%</b>	<b>17.8</b>	<b>-7%</b>	<b>16.1</b>	<b>-9%</b>	<b>15.5</b>	<b>13.7</b>	<b>-11%</b>

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# **TAB 3**

Agenda Item 7a  
ACTION ITEM: Bus Roof Scaffolding


Resolution 170823a

## **Board of Directors Meeting**

Wednesday August 23, 2017

ECCTA Boardroom  
801 Wilbur Avenue, Antioch, CA 94509

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

**Meeting Date:** August 23, 2017  
**Agenda Item:** Bus Roof Scaffolding – Agenda Item #7a  
**Lead Staff:** Ann Hutcheson, Director of Administrative Services  
**Approved:** Jeanne Krieg, Chief Executive Officer 

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### **Background**

ECCTA's electric buses are scheduled to arrive before the end of 2017. The HVAC system and some of the battery packs are located on the roof of these buses. In order for maintenance to reach these areas safely, scaffolding is required.

On July 14, 2017, six firms were contacted for pricing on the scaffolding required to perform maintenance on the electric buses. ECCTA received quotes from two firms:

- Makai Solutions - \$62,612.50
- Bird Ladder & Equipment Company - \$40,852.50

### **Staff Recommendation**

ECCTA recommends a contract for the purchase and installation of bus roof scaffolding be awarded to Bird Ladder & Equipment Company for \$40,853.

### **Requested Action**

Adopt Resolution #170823a authorizing the CEO to execute and deliver a purchase order for the purchase and installation of bus roof scaffolding to Bird Ladder & Equipment Company for an amount not to exceed \$40,853 which includes shipping and installation costs.



# TRI DELTA TRANSIT

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

## **RESOLUTION #170823a Bus Roof Scaffolding**

**Resolution #170823a authorizes the CEO to execute and deliver a purchase order for bus roof scaffolding for an amount not to exceed \$40,853, which includes shipping and installation costs, funded with federal formula funds.**

**WHEREAS**, Eastern Contra Costa Transit Authority (ECCTA) requires bus roof scaffolding to perform maintenance on the electric bus fleet; and

**WHEREAS**, the bus roof scaffolding will be purchased with approved funds from federal formula funds; and

**WHEREAS**, Bird Ladder & Equipment Company was the lowest responsible responsive price quote received in response to a request for price quotes by ECCTA; and

**WHEREAS**, the purchase of the bus roof scaffolding shall be conducted in accordance with all applicable Federal, State, and Local requirements and complies with ECCTA's purchasing procedures.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Directors of the Eastern Contra Costa Transit Authority to adopt Resolution #170823a authorizing the CEO to execute and deliver a purchase order for bus roof scaffolding from Bird Ladder & Equipment Company for an amount not to exceed \$40,853 which includes shipping and installation costs.

PASSED AND ADOPTED THIS 23<sup>rd</sup> day of August 2017, by the following votes:

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

\_\_\_\_\_  
Monica Wilson, Chair

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

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

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

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

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

# **TAB 4**

Agenda Item 7b  
ACTION ITEM: Mobile Ticketing

Resolution 170823b


## **Board of Directors Meeting**

Wednesday August 23, 2017

ECCTA Boardroom  
801 Wilbur Avenue, Antioch, CA 94509



## Staff Report to ECCTA Board of Directors

**Meeting Date:** August 23, 2017  
**Agenda Item:** Mobile Ticketing – Agenda Item #7b  
**Lead Staff:** Steve Ponte, Chief Operating Officer  
**Approved:** Jeanne Krieg, Chief Executive Officer 

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### Background

Mobile ticketing is the phrase used to describe the ability to use an app on a mobile device to purchase and display fare instruments. Passengers who have a mobile ticketing account can purchase tickets at their convenience and use the tickets when they desire.

### Tri Delta Transit's Requirements

Over the past year, staff has been analyzing various options offered by mobile ticketing vendors. It was determined that a one year demonstration project would be in the best interest of the agency as it would allow staff and passengers to test various features prior to making a large financial and technical investment. Two lists were developed: one was what Tri Delta Transit requires from a vendor and the other was a list of app features that are compatible with Tri Delta Transit's system.

The vendor must:

- Offer the app as a one year demonstration to allow staff to analyze the feasibility of mobile ticketing.
- Include a credit card gateway.
- Offer a competitive transaction cost.
- Include an option for printed mobile tickets.
- Include NFC (Near Field Communication) and RFID (Radio Frequency Identification) capability.
- Have an open architecture.
- On-board scanners, both mounted and hand-held.
- Ability to add other transit agencies at a later date with different business rules.

The app must:

- Allow the purchase of multiple types of tickets including single ride tickets, day passes, and monthly passes.

- Include a fare accumulator. This allows passengers to accumulate the fares paid so the total paid will not exceed the cheapest form of fare options. For example, a passenger who rides the bus twice in the same day should pay the day pass price instead of the more expensive two single ride fares. The same methodology applies to the monthly pass costs.
- Offer the option to validate a ticket either visually or by using a scanner.

### **Process**

Staff contacted five mobile ticketing companies to discuss Tri Delta Transit's requirements and to learn about additional options. americaneagle.com offered everything staff required. The cost of the one year demonstration is \$99,000, plus 6% per transaction and a 2.8% credit card gateway. This covers:

- Setting up the credit card gateway and migrating from ECCTA's current gateway.
- Developing the Android and Apple app and adding them to the Apple Store and Android Play store.
- Creating the mobile ticketing business rules.
- Designing the mobile tickets.
- Working with ECCTA's CFO to create the mobile ticketing bank accounts.
- Working with ECCTA's marketing department to promote mobile ticketing.
- Creating the back-end computer system needed to sell, track, download, report, and monitor each mobile ticket.

### **Requested Action**

Adopt Resolution #170823b authorizing the CEO to enter into a contract approved by the ECCTA attorney for a one year demonstration project with americaneagle.com for an amount not to exceed \$99,000, plus a 6% per transaction fee and a 2.8% credit card gateway fee.

NOTE: The 2.8% gateway transaction fee will save ECCTA \$7,000/year over what is currently being paid



# TRI DELTA TRANSIT

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

## **RESOLUTION #170823b** **Mobile Ticketing Demonstration Project**

**Resolution #170823b authorizes the CEO to enter into a contract with americaneagle.com for a one year demonstration project for mobile ticketing.**

**WHEREAS**, ECCTA desires to offer mobile payment options to passengers; and

**WHEREAS**, ECCTA has TDA funds available to purchase this one year demonstration project; and

**WHEREAS**, americaneagle.com is the only mobile ticketing company that offers all options requested by ECCTA.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Directors of the Eastern Contra Costa Transit Authority to adopt Resolution #170823b authorizing the CEO to enter into a contract approved by the ECCTA attorney for a one year demonstration project with americaneagle.com for an amount not to exceed \$99,000, plus a 6% per transaction fee and a 2.8% credit card gateway fee.

PASSED AND ADOPTED THIS 23<sup>rd</sup> day of August 2017, by the following votes:

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

\_\_\_\_\_  
Monica Wilson, Chair

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

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

# **TAB 5**

Agenda Item 7c  
ACTION ITEM: Scheduling Software


Resolution 170823c

## **Board of Directors Meeting**

**Wednesday August 23, 2017**

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

## Staff Report to ECCTA Board of Directors

**Meeting Date:** August 23, 2017  
**Agenda Item:** Scheduling Software – Agenda Item #7c  
**Lead Staff:** Steve Ponte, Chief Operating Officer  
**Approved:** Jeanne Krieg, Chief Executive Officer 

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### Background

Tri Delta Transit uses a software product from TranSched Systems called GSched21 to write and produce fixed route bus schedules. This software was purchased in 2003 and operates on a Windows platform that is no longer supported by Microsoft. The server used to house GSched21 is fourteen years old and is close to the end of its useful life.

### Considerations

- The company that sells GSched21 does not offer an upgrade. The only option offered for continuing to use GSched21 is to purchase a new software package.
- Any employee that uses GSched21 must have two versions of Windows installed on their computer. This causes issues with printing, sharing, making changes, storage, and communication.
- In 2016, ECCTA purchased a software package from Remix that allows staff to conduct FTA-required Title VI analyses. Remix offers a scheduling software that ties any route or schedule changes to a Title VI analysis.

### Options

Staff investigated scheduling software options:

- GSched21: A new software system would cost \$150,000 which includes training, installation, and integrating ECCTA's business rules. The system would not integrate with ECCTA's Title VI software. The annual maintenance fee is \$4,500. The maintenance fee does not include updates or Windows-based support. GSched21 is site-specific, meaning a new server would be required.
- Trapeze: A new software system would cost \$150,000 which includes training, installation, and integrating ECCTA's business rules. The system would not integrate with ECCTA's Title VI software. The annual maintenance fee is \$18,000. This includes updates and full support. Trapeze is site-specific, meaning a new server would be required.

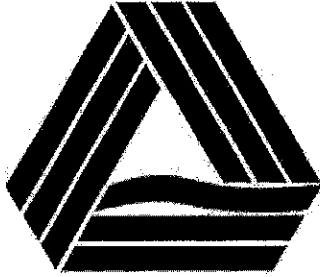
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- **Remix:** A new software system would cost \$100,000 which includes the Remix Title VI interface, training, installation, and integration of ECCTA's business rules. The annual maintenance fee is \$25,000. This includes updates and full support. The Remix software is cloud-based, meaning a new server would not be required.

### **Staff Evaluation**

The integration of Remix's scheduling software with the existing Title VI software would give staff a seamless Title VI analysis of any proposed route or schedule change. Additionally, the Remix program will offer a clear picture of ECCTA's service area and service statistics. The Remix schedule software program is more user-friendly than GSched21.

### **Requested Action**

Adopt Resolution #170823c authorizing the CEO to purchase fixed route scheduling software from Remix for an amount not to exceed \$100,000.



# TRI DELTA TRANSIT

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

## **RESOLUTION #170823c** **Scheduling Software**

**Resolution #170823c authorizes the CEO to purchase Remix fixed route scheduling software for an amount not to exceed \$100,000.**

**WHEREAS**, ECCTA’s current fixed route scheduling software is fourteen years old and operates on a platform that is no longer supported; and

**WHEREAS**, ECCTA has TDA funds available to purchase fixed route scheduling software and the associated annual maintenance fees; and

**WHEREAS**, the price includes a Title VI interface, training, installation, and integration of ECCTA’s business rules; and

**WHEREAS**, the annual maintenance fee is \$25,000 which includes updates and full support; and

**WHEREAS**, the Remix system is cloud-based; and

**WHEREAS**, Remix is the only supplier of fixed route scheduling software that will integrate with ECCTA’s Title VI software.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Directors of the Eastern Contra Costa Transit Authority to adopt Resolution #170823c authorizing the CEO to purchase fixed route scheduling software from Remix for an amount not to exceed \$100,000.

PASSED AND ADOPTED THIS 23<sup>rd</sup> day of August 2017, by the following votes:

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

\_\_\_\_\_  
Monica Wilson, Chair

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

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

# **TAB 6**

Agenda Item 7d

**ACTION ITEM: FY17 – 18 CEO and Staff Meeting Attendance**

## **Board of Directors Meeting**

**Wednesday August 23, 2017**

**ECCTA Boardroom**


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



**Staff Report to ECCTA Board of Directors**

**Meeting Date:** August 31, 2016

**Agenda Item:** FY2017-18 CEO and Staff Meeting Attendance  
Agenda Item #7d

**Lead Staff:** Jeanne Krieg, Chief Executive Officer 

**CEO Meeting Attendance**

Several years ago, the Board of Directors approved travel associated with my involvement in industry organizations, asking for an annual update. My current committee commitment is:

<b>Organization</b>	<b>Committee</b>	<b>Notes:</b>
APTA	<ul style="list-style-type: none"> <li>• APTA Board of Directors (elected position)</li> <li>• Small Operators Steering Committee Past Chair (elected position)</li> <li>• Legislative Committee (volunteer position)</li> <li>• Bus &amp; Paratransit CEOs Committee (volunteer position)</li> <li>• Awards Committee (appointed position)</li> <li>• Finance Committee (appointed position)</li> <li>• Audit Committee (appointed position)</li> <li>• Revenue Task Force (appointed position)</li> </ul>	
CTA	<ul style="list-style-type: none"> <li>• Executive Committee (elected position)</li> <li>• Small Operators Committee (elected position)</li> <li>• Federal Legislative Committee (appointed position)</li> </ul>	
TCRP	<ul style="list-style-type: none"> <li>• TCRP Panel Participant (appointed position)</li> <li>• TCRP Committee Member (appointed position)</li> </ul>	Travel expenses are paid by the NAS.
TRACS	<ul style="list-style-type: none"> <li>• Committee Member (advises the Secretary of Transportation)</li> </ul>	Travel expenses are paid by the FTA.

All of the APTA and CTA committees meet either using conference calls or in conjunction with other conferences such as the annual conference, the CEO conference, the bus conference, and

the legislative conference. No action is required for travel associated with these committees unless the Board of Directors desires to change approval of my involvement in these organizations. The travel cost associated with my industry participation was included in the FY17-18 budget.

**Staff Conference Attendance**

Current policy allows staff members to attend up to two conferences per year without authorization from the Board of Directors. The following additional conferences have been requested from staff. The cost associated with these additional conferences was included in the FY17-18 budget.

<b>Employee</b>	<b>Meeting</b>	<b>Comments</b>
Steve Ponte	APTA CEO's Conference	APTA added a track for Deputy CEO's that has educational benefits for Steve.
Steve Ponte	APTA Bus Conference	This is a staff-oriented conference that includes intensive educational sessions.
Steve Ponte	CTA	Steve has been appointed to the Bus Operations Committee so would be asked to attend one in-person meeting per year.
Ann Hutcheson	CAPPO	Ann is a former officer of CAPPO and continues to be active.

<p>APTA = American Public Transportation Association          CAPPO = California Association of Public Purchasing Officers          CTA = California Transit Association          FTA = Federal Transit Administration          NAS = National Academy of Science          TCRP = Transportation Cooperative Research Program          TRACS = Transit Advisory Committee for Safety</p>
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**Requested Action**

Approve the requested additional staff conference attendance.

# **TAB 7**

Agenda Item 7e

DISCUSSION ITEM: Waysign Demonstration Project

## **Board of Directors Meeting**

Wednesday August 23, 2017

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

## Staff Report to ECCTA Board of Directors

**Meeting Date:** August 23, 2017  
**Agenda Item:** Waysign Demonstration Project – Agenda Item #7e  
**Lead Staff:** Steve Ponte, Chief Operating Officer  
**Approved:** Jeanne Krieg, Chief Executive Officer 

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### Background

In 2010, ECCTA installed thirty battery operated bus arrival boxes (“Waysigns”) at bus stops throughout the ECCTA service area. These boxes offer customers the opportunity to press a button to see when the next bus will arrive. The boxes are nearing the end of their useful life, so staff is exploring options to provide real time bus arrival information at the busiest bus stops to supplement information provided on Tri Delta Transit’s Mobile App.

One option is a product offered by WaySine. It is a solar powered sign that attaches to the top of a bus stop pole and requires no passenger action. Next bus arrival information scrolls across a screen. County Connection has used this product since earlier this year and has been pleased with the results. Product information is attached.

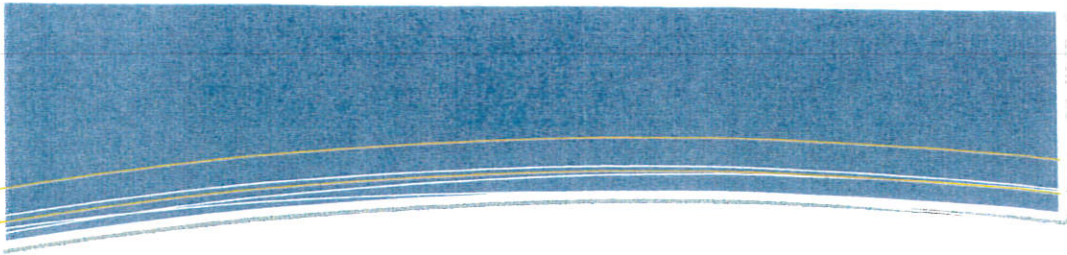
ECCTA is conducting a three month test of this product at the Somersville and Auto Center Drive bus stops. Staff will report results of the demonstration to the Board of Directors with a recommendation early next year.

Another option that staff plans to test later this year is a product similar to the current bus arrival boxes offered by Connexionz, which is also a solar powered product.

Other options will be evaluated at the APTA EXPO in October.

### Requested Action

No action requested.



# WaySine Dynamic Message Solar Signs

## FEAURES & BENEFITS

- Solar powered with long-life battery backup
- Completely wireless – does not require power or data infrastructure
- ADA compliant annunciator supports up to 9 concurrent languages
- Communicates via 900 Mhz ISM radio, cellular or wifi for lowest data costs
- Easy to install in just minutes using simple hand-held tools.
- Available for emergency or PSA messages
- Vandalism & theft resistant with 3M graffiti tear-off sheets and GPS tracking
- Easily managed from a single administrative dashboard - WayManager.
- Low maintenance – designed to last up to ten years in severe weather
- Built-in diagnostics monitor power, display segments, temperature and other features to provide early failure detection.



WaySines are extremely affordable, lightweight LCD solar signs featuring a unique unibody design that is stronger & more efficient than traditional solar signs. Our signs feature front and back solar panels, front LED lighting to enhance night visibility, batteries and antenna - all built into a compact NEMA 4x compliant aluminum case to provide protection from the harshest environments.

WaySines display real-time arrival information via WayManager, our back office application that accepts files complying with Google's GTFS and GTFS-Real Time specifications.

## System Specifications

	2-Line Display	4-Line Display
Dimensions	16" H x 18" W x 6"D	20" H x 18" W x 6"D
Weight	9 lbs.	13 lbs.

**Operating Temperature:** -4 to 158 Fahrenheit  
**Humidity:** 10-100%

**Housing:** IP65, UV-proof, NEMA 4X compliant, extruded aluminum with silver/black finish

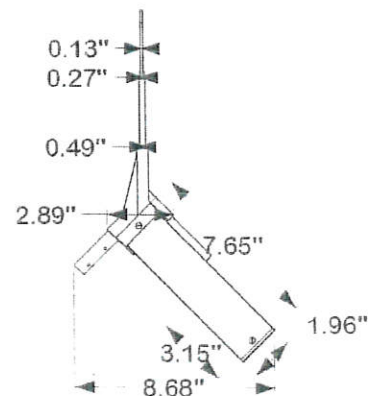
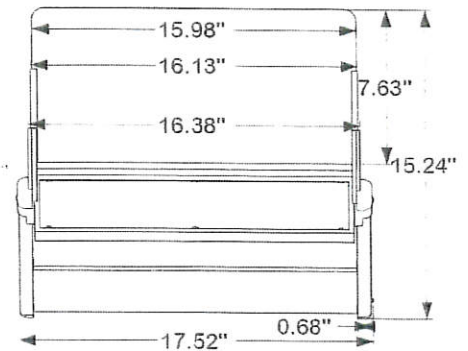
**Display:** LCD, 1 x 16 Characters per display line, 2" Character Height

**Communications Technology:** 900MHz ISM Radio, WiFi, Quad Band Cellular

**Solar Power:** 2 panels of 20 monocrystalline silicon cells, tempered glass, aluminum frame. Expose to direct sunlight for maximum charge.

**Solar panel dimensions:** 3.93" H x 15.75" W x 0.6" D

**Battery:** Lithium Iron Phosphate (LiFePO4); guaranteed minimum of 2000 full charge-discharge cycles. Estimated life of up to 10 years.



Smart Signs. Smarter Cities.  
[www.waysine.com](http://www.waysine.com)