

# The County Connection

2477 Arnold Industrial Way

Concord, CA 94520-5326

(925) 676-7500

www.cccta.org

## **BOARD OF DIRECTORS MEETING AGENDA**

**Thursday, March 15, 2012  
9:00 a.m.**

**CCCTA Paratransit Facility Board Room  
2477 Arnold Industrial Way  
Concord, California**

The CCCTA Board of Directors may take action on each item on the agenda. The action may consist of the recommended action, a related action or no action. Staff recommendations are subject to action and/or change by the Board of Directors.

1. Call to Order/Pledge of Allegiance
2. Roll Call/Confirm Quorum
3. Public Communication
4. Consent Calendar
  - a. Approval of Minutes of Regular Meeting of February 16, 2012\*
  - b. CCCTA Investment Policy-Quarterly Reporting Requirement\*
5. Report of Chair
6. Report of General Manager
  - a. Report on the 2012 APTA Legislative Conference

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\*Enclosure

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Moraga • Orinda • Pleasant Hill • San Ramon • Walnut Creek

CENTRAL CONTRA COSTA TRANSIT AUTHORITY

7. Report of Standing Committees

a. Marketing, Planning and Legislative Committee  
(Committee Chair: Director Weir)

(1) One Bay Area Plan\*

(This is an informational item for the Board's review, regarding how the process is being conducted with Metropolitan Transportation Commission, Association of Bay Area Governments, Bay Area Air Quality Management District, and San Francisco Bay Conservation and Development Commission, and how this may or may not affect transit.)

b. Operations and Scheduling Committee  
(Committee Chair: Director Horn)

(1) ITS Project Change Order\*  
Resolution No. 2012-020\*

(The Resolution authorizes the General Manager to execute a change order to the Clever Devices ITS Contracts in the amount of \$96,000.)

8. Report from the Advisory Committee

a. Appointment of David Libby to the Advisory Committee Representing the City of Orinda\*

9. Board Communication

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 committee or staff for information, or requesting a report (on any matter) be made at another meeting.

10. Adjournment

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\*Enclosure

## General Information

**Public Comment:** Each person wishing to address the CCCTA Board of Directors is requested to complete a Speakers Card for submittal to the Clerk of the Board before the meeting convenes or the applicable agenda item is discussed. Persons who address the Board are also asked to furnish a copy of any written statement to the Clerk.

Persons who wish to speak on matters set for Public Hearings will be heard when the Chair calls for comments from the public. After individuals have spoken, the Public Hearing is closed and the matter is subject to discussion and action by the Board.

A period of thirty (30) minutes has been allocated for public comments concerning items of interest within the subject matter jurisdiction of the Board. Each individual will be allotted three minutes, which may be extended at the discretion of the Board Chair.

**Consent Items:** All matters listed under the Consent Calendar are considered by the Board to be routine and will be enacted by one motion. There will be no separate discussion of these items unless requested by a Board Member or a member of the public prior to when the Board votes on the motion to adopt.

**Availability of Public Records:** All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body, will be available for public inspection at 2477 Arnold Industrial Way, Concord, California, at the same time that the public records are distributed or made available to the legislative body. The agenda and enclosures for this meeting are posted also on our website at [www.CCCTA.org](http://www.CCCTA.org).

**Accessible Public Meetings:** Upon request, CCCTA will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. Please send a written request, including your name, mailing address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service so that it is received by CCCTA at least 48 hours before the meeting convenes. Requests should be sent to the Board Clerk, Janet Madrigal, at 2477 Arnold Industrial Way, Concord, CA 94520 or [madrigal@cccta.org](mailto:madrigal@cccta.org).

**Shuttle Service:** With 24-hour notice, a CCCTA LINK shuttle can be available at the North Concord BART station for individuals who want to attend the Board meetings. To arrange for the shuttle service, please call Robert Greenwood – 925/680 2072, no later than 24 hours prior to the start of the meeting.

## Currently Scheduled Board and Committee Meetings

Board of Directors:	Thursday, April 19, 9:00 a.m., CCCTA Board Room
Administration & Finance:	Wednesday, April 4, 9:00 a.m., 1676 N. California Blvd., S620, Walnut Creek
Advisory Committee:	Friday, May 11 9:30 a.m., CCCTA Board Room
Marketing, Planning & Legislative:	Wednesday, April 4, 3:30 p.m., CCCTA Conference Room
Operations & Scheduling:	Friday, April 6, 9:00 a.m., Supervisor Uilkema's Lamorinda Office

**The above meeting schedules are subject to change. Please check the CCCTA Website ([www.CCCTA.org](http://www.CCCTA.org)) or contact CCCTA staff at 925/676-1976 to verify date, time and location prior to attending a meeting.**

**This agenda is posted on CCCTA's Website ([www.CCCTA.org](http://www.CCCTA.org)) and at the CCCTA Administrative Offices, 2477 Arnold Industrial Way, Concord, California**

# The County Connection

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Agenda Item No. 4.a.

## CCCTA BOARD OF DIRECTORS

### MINUTES OF THE REGULAR MEETING

February 16, 2012

#### CALL TO ORDER/ROLL CALL/CONFIRM QUORUM

Chair Worth called the meeting to order at 9:00 a.m. Board Members present were Directors Andersen, Horn, Hudson, Manning, Simmons and Weir. Director Schroder arrived after the meeting convened. Directors Dessayer, Hoffmeister and Uilkema were absent.

Staff: Ramacier, Chun, Allison, Barrientos, Bowron, Burdick, Casenave, Chan, Churchill, Crayton, Currie, Evans, Hill, Jefferson, G. Jimenez, J. Jimenez, Madrigal, Martinez-Morris, Mitchell, Moran, Muzzini, Polk, Pope, Robinson, Thompson and Woody

#### PUBLIC COMMUNICATION

CCCTA Transit Operator Judy Barrientos commented on the use of the cameras on the buses. She said that she understands the cameras are there to protect the Operators, the passengers and CCCTA but she does not understand how they are being used to discipline the Operators. She asked that staff communicate a policy or procedure for the cameras so Operators will be aware of how they are used. Her concern is how the Operators are protected and respected. She felt that the Operators are not being treated fairly when they do not know what the procedures are. Chair Worth thanked Ms. Barrientos for her comments and asked staff to provide a report to the O&S Committee regarding procedures for collecting information from the cameras and how that information is used.

(Director Schroder arrived.)

#### CONSENT CALENDAR

**MOTION:** Director Horn moved approval of the Consent Calendar, consisting of the following items: (a) Approval of Minutes of Regular Meeting of January 19, 2012 and (b) Adoption of a Revised Disadvantaged Business Enterprise Program and Resolution No. 2012-018. Director Manning seconded the motion and it received the following vote of approval.

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Moraga • Orinda • Pleasant Hill • San Ramon • Walnut Creek

Aye: Directors Anderson, Horn, Hudson, Manning, Schroder, Simmons, Weir and Worth  
No: None  
Abstain: None  
Absent: Directors Dessayer, Hoffmeister and Uilkema

**REPORT OF CHAIR:** There was no report from the Chair.

## **REPORT OF GENERAL MANAGER**

### ***Recognition of Departing Employee***

General Manager Rick Ramacier recognized Terrance Pope, Transit Operator, for his six years of service. Chair Worth thanked Mr. Pope for his service.

### ***Federal Transportation Reauthorization Status***

Mr. Ramacier reported on the current status of the federal reauthorization of the transportation bill. The House bill, HR-7, would eliminate the Mass Transit Account within the Highway Trust Fund. This Account is funded with a small portion of the federal gas tax. In lieu of that Account, it would provide a one-time appropriation of \$40 billion for a five-year period, but the funding source has not been identified. This amount is slightly less than the funding in the Senate bill or what is expected if the present levels of funding are maintained. The federal match requirement of 20% would be cut to 10% if a transit operator contracts out. It appears to redirect funds from urban areas to suburban and rural areas. A pending amendment would restore the Mass Transit Account in the bill. This is a five-year bill in the amount of \$250 billion. Most transit operators oppose the bill, and it has not been passed by the House.

The Senate bill is a two-year bill of \$109 billion. Funding sources would be relatively equal to current levels and the Mass Transit Account remains. The bill would increase rural funding through a program known as 5311. MTC just updated their policy such that CCCTA would be eligible for about \$30,000 a year for those funds. The bill gives operators with 100 buses or less in service to spend a percentage of their federal funds on operations, which could be useful for CCCTA. The Senate bill would convert the Surface Transportation Program into a Metro Mobility Program and give greater control of those funds to the Metropolitan Planning Organizations.

### ***Update on Clipper***

Mr. Ramacier advised staff is processing applications and distributing Clipper cards to seniors and individuals with disabilities who apply at the CCCTA offices during normal business hours. This is an effort to assist BART with the distribution of Clipper cards. Director Weir thanked staff for taking on this responsibility so that seniors will have better access to the discount card.

## **REPORT OF STANDING COMMITTEES**

### ***Administration and Finance Committee***

#### **Audit Engagement**

Director Andersen stated that the A&F Committee is seeking direction from the Board regarding the procurement of auditing services for the FY2012 audit. Two Committee members favored

retaining the current auditor, Brown Armstrong CPAs, and renegotiating their contract. One Committee member favored the Request for Proposal (RFP) process because the same auditor has been retained for several years. Director Schroder suggested one option would be to retain the same audit firm but have different auditors within the firm perform the annual audits.

Kathy Casenave, Director of Finance, stated that Brown Armstrong, CPAs has been CCCTA's auditor for fifteen years and they know our operation and have experience doing audits for other transit operators. The firm completed the audit for FY2011 and their current contract has expired. Work on the FY2012 audit will probably begin prior to the end of CCCTA's fiscal year on June 30, 2012. As in the past, a contract would be issued for three years with two additional one-year options.

Director Weir suggested putting this project out for proposals to foster transparency and openness. Directors Hudson and Manning supported a new RFP process to give CCCTA an opportunity to review and select the best qualified firm. Director Andersen noted that the economy has changed during the past five years and the cost for auditing services may be lower due to greater competition. Chair Worth pointed out that the same audit firm may be selected at the conclusion of the RFP process.

**MOTION:** Director Horn made a motion to issue a Request for Proposals for Financial Audit Services. The motion was seconded by Director Manning and it was approved.

**Aye:** Directors Anderson, Horn, Hudson, Manning, Schroder, Simmons, Weir and Worth  
**No:** None  
**Abstain:** None  
**Absent:** Directors Dessayer, Hoffmeister and Uilkema

### ***Marketing, Planning and Legislative Committee***

#### **Title VI Update**

Director Manning introduced this item and then asked Laramie Bowron, Manager of Planning, to provide further details. Mr. Bowron stated that the population in CCCTA's service area is quantified by looking at the census tracts that touch our service area. While the total population in Contra Costa County increased from 2000 to 2010, the population in CCCTA's service area decreased by 3.6% due to changes in the configuration of the census tracts and the number of tracts that are touched. The minority population in our service area increased by 14%, and the number of individuals living below the poverty line increased by about 1%. By comparing where these populations are located and where service is provided, our service area has kept up with these changing demographics.

Director Manning noted that CCCTA is providing 48.5% of its service hours to minority census areas but we must also serve all the jurisdictions as required by the CCCTA Joint Exercise of Powers Agreement. Some of those jurisdictions do not have a large minority population. This report shows that we are doing what is required under Title VI. Responding to a question from Chair Worth, Mary Burdick, Manager of Marketing, described the process used when an individual calls the Customer Service Department and needs assistance with translation services. She also advised the CCCTA website includes a translation device.

**MOTION:** Director Manning moved approval of Resolution No. 2012-019, which authorizes the adoption of an updated Title VI Report. Director Horn seconded the motion and it received a vote of approval.

**Aye:** Directors Anderson, Horn, Hudson, Manning, Schroder, Simmons, Weir and Worth

**No:** None

**Abstain:** None

**Absent:** Directors Dessayer, Hoffmeister and Uilkema

**REPORT FROM THE ADVISORY COMMITTEE:**

**MOTION:** Director Weir made a motion to appoint Chris Learned to the Advisory Committee as a representative from the City of Pleasant Hill. Director Horn seconded the motion and it was approved.

**Aye:** Directors Anderson, Horn, Hudson, Manning, Schroder, Simmons, Weir and Worth

**No:** None

**Abstain:** None

**Absent:** Directors Dessayer, Hoffmeister and Uilkema

**BOARD COMMUNICATION:** There was no additional Board communication.

**ADJOURNMENT:** Chair Worth adjourned the regular Board meeting at 9:53 a.m.

Minutes prepared by

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Janet Madrigal, Clerk to the Board

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Date

**TO:** Board of Directors

**DATE:** February 8, 2012

**FROM:** Rick Ramacier  
General Manager

**SUBJECT:** CCCTA Investment Policy – Quarterly Reporting Requirement

Attached please find CCCTA's Quarterly Investment Policy Reporting Statement for the quarter ending December 31, 2011.

This certifies that the portfolio complies with the CCCTA Investment Policy and that CCCTA has the ability to meet the pool's expenditure requirements (cash flow) for the next six (6) months.



# CCCTA

## BANK CASH AND INVESTMENT ACCOUNTS (ROUNDED OFF TO NEAREST \$)

FINANCIAL INST	ACCT #	TYPE	PURPOSE	PER BANK SEPT 2011	PER BANK DEC 2011	PER BOOK DEC 2011
<b>FIXED ROUTE</b>						
First Republic Bank	1106171	<b>CHECKING</b>	A/P General Account-Fixed Route	\$ 2,489,995	\$ 204,780	\$ 69,342
First Republic Bank	1106198	<b>CHECKING</b>	PAYROLL	\$ 399,103	\$ 42,999	\$ 37,241
First Republic Bank	1015001	<b>CHECKING</b>	CAPITAL PURCHASES	\$ 21,572	\$ 68,210	\$ 37,307
First Republic Bank	32431003958	<b>CHECKING</b>	WORKER'S COMP-CORVEL	\$ 32,711	\$ 52,784	\$ (64,018)
First Republic Bank	1106228	<b>CHECKING</b>	PASS SALES	\$ 76,369	\$ 90,638	\$ 90,638
First Republic Bank	800-0035-2386	<b>Money Market</b>	Prop-2B Safety & Security#2(2386)	\$ 117,205	\$ 117,254	\$ 117,234
First Republic Bank	800-0066-1158	<b>Money Market</b>	Prop-2B Safety & Security#3(1158)	\$ 117,024	\$ 117,073	\$ 117,073
PAYPAL	27SAXUUFL9732	<b>CHECKING</b>	PAYPAL-PASS SALES	\$ 4,985	\$ 2,345	\$ 2,427
<b>TOTAL</b>				<b>\$ 3,258,964</b>	<b>\$ 696,084</b>	<b>\$ 407,245</b>
<b>PARATRANSIT</b>						
First Republic Bank	1049584	<b>CHECKING</b>	CAPITAL PURCHASES	\$ 3,518	\$ 3,519	\$ 3,519
First Republic Bank	1106244	<b>CHECKING</b>	A/P General Account-Paratransit	\$ 177,771	\$ 431,122	\$ 21,360
<b>TOTAL</b>				<b>\$ 181,289</b>	<b>\$ 434,641</b>	<b>\$ 24,878</b>
<b>LAIF POOL</b>						
LAIF ACCOUNT	4007001	<b>INT-INVEST</b>	OPERATING FUNDS	\$ 1,520,949	\$ 1,875,319	\$ 1,875,319
LAIF ACCOUNT		<b>INT-INVEST</b>	Fixed Route Bus Purchase	\$ 321,191	\$ 345,518	\$ 345,518
LAIF ACCOUNT		<b>INT-INVEST</b>	Pacheco Transit Center	\$ 771,598	\$ 772,337	\$ 772,337
LAIF ACCOUNT		<b>INT-INVEST</b>	Rolling Stock-1011 PTMISEA	\$ -	\$ 1,098,757	\$ 1,098,757
LAIF ACCOUNT		<b>INT-INVEST</b>	Martinez Stop Project	\$ 67,209	\$ 67,273	\$ 67,273
LAIF ACCOUNT		<b>INT-INVEST</b>	SAFE HARBOR LEASE RESERVE	\$ 1,427,923	\$ 1,429,292	\$ 1,429,292
<b>TOTAL</b>				<b>\$ 4,108,870</b>	<b>\$ 5,588,496</b>	<b>\$ 5,588,496</b>
<b>CCCTA EMPLOYEE</b>						
First Republic Bank	1402153	<b>INT CHECK</b>	EMPLOYEE FITNESS FUND	\$ 8,287	\$ 9,017	\$ 9,017
<b>TOTAL</b>				<b>\$ 8,287</b>	<b>\$ 9,017</b>	<b>\$ 9,017</b>
<b>3/7/2012 7:40</b>						
<b>GRAND TOTAL</b>				<b>\$ 7,557,410</b>	<b>\$ 6,728,238</b>	<b>\$ 6,029,636</b>

jc

This is to certify that the portfolio above complies with the CCCTA Investment Policy and that CCCTA has the ability to meet its expenditures( cash flow) for the next six months.

\_\_\_\_\_  
Rick Ramacier, General Manager

Date: \_\_\_\_\_

**To:** Board of Directors

**Date:** 3/8/2012

**From:** Anne Muzzini, Director of Planning & Marketing

**Reviewed by:**

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**SUBJECT: One Bay Area Plan**

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### **Background:**

The Metropolitan Transportation Commission (MTC) and the Association of Bay Area Governments (ABAG) have joined together to create the One Bay Area Plan. The goal of the One Bay Area Plan is to move the Bay Area toward lower emissions, less reliance on auto trips, lower transportation cost, and to house the anticipated 2035 population without displacing low income individuals. The plan specifically addresses the requirements of SB375.

Five land use scenarios have been developed that vary in terms of where the growth of housing and employment takes place. Priority development areas (PDA's) are defined and the various scenarios identify the percent of development that will occur within the PDA's. In the Core scenario, for instance housing development is focused in areas within a 45 minute commute of Oakland, San Jose, or San Francisco. In the Outward Growth scenario less dense growth is envisioned.

Public workshops are being held on the various scenarios and it is anticipated that the preferred Sustainable Community Strategy (SCS) will be adopted in May.

### **Summary of Issues**

There is quite a bit of controversy related to the adoption of the SCS because all of the possible scenarios will override local land use decisions and establish new guidelines for City and County development. The transit operators are not affected by the plan as only two transit options are considered; retain the current system and expand the current system. Transit ridership will be affected by land use decisions however there is no plan to change transit funding or service policies.

### **Financial Implications:**

There are no financial implications for CCCTA in MTC and ABAG's adoption of a Sustainable Community Strategy. There are implications for CCCTA in MTC's work to develop a Transit Sustainability Plan (TSP) and staff will continue to keep the Board apprised of developments on this front.

**To:** Board of Directors

**Date:** 3/5/2012

**From:** Anne Muzzini, Director of Planning & Marketing

**Reviewed by:**

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**SUBJECT: ITS Project Change Order**

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### **Background:**

In February of 2011 the Board approved funding for an Intelligent Transportation System that included replacement of the radio/ radio control system, replacement of the CAD/AVL system, and a new passenger information system (BusTime). The budget amount approved was \$900,000 with the Clever Devices contract amount specified as not to exceed \$800,000.

In September of 2011 the Board approved an increase in the project cost to purchase routers instead of modems and to fund the additional cost (estimated at \$54,000) with Prop 1B security funds. This upgrade will enable WiFi and live streaming from onboard cameras in the future.

### **Intelligent Vehicle Network (IVN)**

The onboard computers that run the CAD/AVL, radio controller, automatic passenger counting (APC) system, voice announcement, and the new Bus Time system are called the IVN's (Intelligent Vehicle Network). There are 121 IVN's in the fixed route fleet; 57 IVN3's (the newest computer with color control screen) and 64 IVN2's (2002 computers with smaller black and white control screen). The control screens are used by the driver to log on and to enter passenger fare information. The IVN2's will need to be upgraded to run the new software being installed and the cost for this was included in the Clever contract (\$985 each, \$63,040 total).

### **Summary of Issues**

Rather than upgrade the IVN2's, staff now recommends that they be replaced with IVN3's so that the on board computers and the display screens are consistent throughout. The additional cost to the project and to the Clever Devices contract will be \$96,000.

Replacing the IVN2's is recommended because the 2002 computers are 10 years old and despite refurbishing will never be as good as a new IVN3. If we replace the IVN2's the final ITS implementation result in a total upgrade of the onboard computer system. If not, then 64 buses will have 2002 computers and old style monitors.

Staff is confident that the price is reasonable given a May 2011 quote for new IVN3's of \$9,000 apiece. The price given as part of the ITS project is only \$2,485 apiece. (The \$96,000 add-on plus the \$63,040 upgrade cost budgeted equals \$159,040. This divided by 64 units equals \$2,485 each.)

**Recommendation:**

The O&S Committee recommends that the Board increase the Clever Devices contract by \$96,000 to replace the IVN2's instead of upgrading them. The change represents an increase of 12% over their contract amount of \$771,874.

**Financial Implications:**

There are sufficient capital funds for the additional expense and there is no impact on the operating budget. The ITS project accounting is shown below.

<b>ITS Project Summary</b>	
Board Authorization	
Original Project Budget	\$900,000
Increase for Routers	\$54,000
<b>Total</b>	<b>\$954,000</b>
Cost	
Clever Contract (w/o 3rd yr maint)	\$771,874
Routers	\$145,200
Servers spares and other equip	\$36,926
<b>Total Cost</b>	<b>\$954,000</b>
IVN 2 Replacement	\$96,000
<b>Total Cost w/recommendation</b>	<b>\$1,013,074</b>
Funding	
Prop 1 B -PTMISEA - 40Bus Purchase	\$345,518
Prop 1B - TSGP - Security - Routers	\$116,919
TDA - ITS	\$609,900
<b>Total Funding</b>	<b>\$1,072,337</b>

**RESOLUTION NO. 2012-020**

**BOARD OF DIRECTORS**

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY  
STATE OF CALIFORNIA**

\* \* \*

**AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CHANGE ORDER TO THE  
CLEVER DEVICES ITS CONTRACT IN THE AMOUNT OF \$96,000**

WHEREAS, the County of Contra Costa and the Cities of Clayton, Concord, the Town of Danville, Lafayette, Martinez, the Town of Moraga, Orinda, Pleasant Hill, San Ramon and Walnut Creek (hereinafter "Member Jurisdictions") have formed the Central Contra Costa Transit Authority ("CCCTA"), 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, by Resolution No. 2011-011, the Board authorized procurement and implementation of an Intelligent Transportation System ("ITS") system that includes replacement radio/radio control system, a replacement CAD/AVL (vehicle location) system, and a new web-based passenger information system ("BusTime"); and

WHEREAS, each of these components are designed to work together and will use data that is collected and processed by the existing onboard computer, the Clever Devices IVN, which will be sent from the buses to inform dispatchers and passengers about bus location and on-time performance; and

WHEREAS, because Clever Devices IVN is proprietary hardware that is uniquely capable of operating the Clever Devices ITS software, CCCTA desires to use the sole source procurement process to purchase and have installed Clever Devices equipment; and

WHEREAS, as of June 21, 2011, CCCTA and Clever Devices, Inc. entered into an Agreement for Provision of Clevercad™ and Bustime System™, for implementation of a new ITS project, including the upgrade of 64 IVN2 computers; and

WHEREAS, the Operations and Scheduling Committee recommends that the contract with Clever Devices be increased by \$96,000 to cover the cost of replacing the older IVN2 onboard computers with 64 new IVN3 computers, with the understanding that a cost analysis has been done and confirms that the price is fair and reasonable; and

WHEREAS, sufficient capital funds are available for the additional expense without impact on the Authority's operating budget.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Central Contra Costa Transit Authority, that (1) the ITS project budget be increased by \$96,000; and (2) the General Manager, or his designee, is hereby authorized to execute a change order with Clever Devices for the purchase and installation of 64 new IVN3 computers at a cost not to exceed \$96,000.

Regularly passed and adopted this 15<sup>th</sup> day of March, 2012 by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

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Amy R. Worth, Chair, Board of Directors

ATTEST:

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Janet Madrigal, Clerk to the Board

To: Board of Directors

Date: March 6, 2012

From: Mary Burdick, Sr. Manager of Marketing

Reviewed by:

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### **SUBJECT: Advisory Committee Appointment - Orinda**

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#### **Summary of Issues:**

The Orinda City Council approved the nomination of David Libby to serve as a representative on the County Connection Advisory Committee for a term ending in February of 2014.

#### **Recommendation:**

Approve the appointment of David Libby to serve as a representative for the City of Orinda on the County Connection Advisory Committee.

#### **Financial Implication:**

None

#### **Options:**

1. Approve recommendation of the City of Orinda
2. Decline to approve the recommendation
3. Other action as determined by the Board

#### **Action Requested:**

Approve the appointment of David Libby to represent the City of Orinda on the County Connection Advisory Committee.