

Summary Minutes
Operations & Scheduling Committee
Walnut Creek City Hall
City Manager's Conference Room – 3rd Floor
1666 North Main Street, Walnut Creek
August 2, 2013, 8:00 a.m.

Directors: Directors Bob Simmons, Candace Andersen, Dave Hudson, Erling Horn

Staff: Rick Ramacier, Scott Mitchell, and Laramie Bowron

Public and Advisory Committee: Ralph Hoffman

Call to Order: Meeting called to order at 8:00 a.m. by Director Simmons

- 1. Approval of Agenda Items:** Agenda was approved.
- 2. Public Comment and/or Communication:** Mr. Hoffman commented on the potential BART strike and questioned the County Connection's service in the event of a strike. He encouraged the County Connection to run buses from the Concord BART Station instead of the Walnut Creek BART Station.
- 3. Approval of O&S Summary Minutes for July 2, 2013:** Minutes were approved.
- 4. Maintenance:**
 - a. Bus Procurement Contract – Mr. Mitchell reported on County Connection's vehicle replacement plan and reported that a Request for Proposals (RFP) had been released as part of a joint procurement with 22 agencies and that proposals had been submitted by Gillig and BYD. Mr. Mitchell reported that BYD did not meet technical specifications and that Gillig's offer was agreeable. Mr. Mitchell also confirmed that the contracts are written to include specifications unique to the County Connection's needs. Director Hudson asked where, with 22 agencies, the Local Sales Tax is paid. Director Simmons requested that County Connection's legal counsel be asked about this issue and possibly report back to the Committee. Mr. Mitchell responded that he believed that all agencies pay their own sales tax. Director Andersen was surprised that more bids were not received. Mr. Mitchell responded that there are not many diesel bus manufacturers and that larger agencies currently have bigger bus orders and that the other manufacturers could have been more interested in those. Mr. Mitchell added that he followed up with 2 other manufacturers when they did not respond to the RFP to see if they were deterred by the technical specifications but did not receive a response. The Committee approved the contract and will forward it to the full Board for award.
 - b. Authorization to Purchase Seven 29-foot Low Floor Buses from Gillig – Mr. Mitchell requested authority to issue a notice to proceed to Gillig to build seven 29-foot buses. Director Horn asked when these buses would be delivered and Mr. Mitchell responded that buses are usually delivered in 14 months. The Committee approved the item.
- 5. Planning and Scheduling: None**
- 6. Paratransit and Accessible Services:**
 - a. Paratransit Workshop Update – Mr. Ramacier summarized the structure and discussion points he expects for the upcoming Paratransit Workshop. He stated that the goal of the workshop is to craft the scope of work for an RFP for the next paratransit contract. A secondary goal is to provide an in-depth look at alternative methods of service delivery including the American Logistics Company (ALC) model to gauge its applicability as well as other approaches in Contra Costa County. Director

Hudson requested that door-to-door service also be considered and Director Simmons requested that a county-wide contract be considered. Mr. Ramacier responded that those topics would be discussed at the meeting. Director Simmons confirmed that a conference room in the Walnut Creek City Hall had been reserved for the meeting.

7. Staff Reports

- a. Fixed Route Monthly Report – June 2013 – Mr. Bowron presented the fixed-route report which was approved without comment.
- b. LINK Monthly Report – May 2013 - Mr. Ramacier presented the LINK report which was approved without comment.

8. Committee Comments – Director Hudson commented on an increased emphasis from the California Air Resources Board (CARB) on black carbon bus emissions and also stated that they are considering a greater push for compressed natural gas.

9. Future Agenda Items – None discussed.

10. Next Scheduled Meeting –The next meeting is scheduled for September 6th at 8:30 am.

11. Adjournment – meeting was adjourned at 9:00 a.m.