

# County Connection

2477 Arnold Industrial Way    Concord, CA 94520-5326    (925) 676-7500    countyconnection.org

## BOARD OF DIRECTORS MEETING AGENDA

**Thursday, August 15, 2013  
9:00 a.m.**

**CCCTA Paratransit Facility  
Gayle B. Uilkema Memorial 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 July 18, 2013\*
5. Report of Chair
  - a. Report from Nominating Committee for Election of CCCTA Officers
6. Report of General Manager
  - a. Recognition of Employees of the 2nd Quarter, 2013
  - b. Recognition of Departing Employees
  - c. Report on County Connection's Response to the BART Strike
  - d. Update on AB160 and the Status of Federal Transit Grants in California
7. Report of Standing Committees
  - a. Administrative & Finance Committee  
(Committee Chair: Director Dessayer)
    - 1) Mid-Day Free Fares for Senior and Disabled\*  
(The A & F Committee recommends that the Board approve free mid-day fares for seniors and disabled for a six month promotional period.)

b. Operations & Scheduling Committee  
(Committee Chair: Director Simmons)

- 1) Award Bus Procurement Contract\* Resolution No. 2014-003\*\*  
(The O & S Committee recommends that the Board authorize the General Manager to enter into a contract with Gillig to purchase a minimum of seven and a maximum of seventy-one buses over a period not to exceed five years.)
- 2) Authorization to Purchase Seven 29foot Low Floor Buses from Gillig\* Resolution No. 2014-004\*\*  
(The O & S Committee recommends that the Board authorize the General Manager to issue a purchase order and notice to proceed to Gillig to build seven 29-foot low floor buses, at a cost not to exceed \$3,377,969.)

8. 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.

9. Closed Session

- a) Public Employee Performance Evaluation  
Pursuant to Government Code Section 54957  
Position: General Manager

10. Open Session

- a) Consideration of Adjustment to the General Manager's Compensation  
Resolution No. 2014- 005

11. Adjournment

---

\*Enclosure

\*\*Will be available at the Board Meeting

## General Information

Possible Action: The Board may act upon any item listed on the agenda.

Public Comment: Each person wishing to address the County Connection 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.countyconnection.com](http://www.countyconnection.com).

Accessible Public Meetings: Upon request, County Connection 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 County Connection at least 48 hours before the meeting convenes. Requests should be sent to the Board Clerk, Lathina Hill, at 2477 Arnold Industrial Way, Concord, CA 94520 or [hill@cccta.org](mailto:hill@cccta.org).

Shuttle Service: With 24-hour notice, a County Connection 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, September 19, 9:00 a.m., County Connection Board Room                   |
| Administration & Finance:          | Wednesday, August 28, 9:00 a.m. 1676 N. California Blvd., Suite 620, Walnut Creek |
| Advisory Committee:                | Friday, September 13, 9:30 a.m., County Connection Board Room                     |
| Marketing, Planning & Legislative: | Thursday, September 5, 8:00 a.m., 3338 Mt. Diablo Blvd. in Lafayette              |
| Operations & Scheduling:           | Friday, September 6, 8:00 a.m., Walnut Creek City Offices                         |

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

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

# County Connection

2477 Arnold Industrial Way

Concord, CA 94520-5326

(925) 676-7500

countyconnection.com

Agenda Item No. 4.a.

## CCCTA BOARD OF DIRECTORS

### MINUTES OF THE REGULAR MEETING

July 18, 2013

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

Chair Horn called the regular meeting of the Board of Directors to order at 9 a.m. Board Members present were Directors Dessayer, Manning, Schroder, Simmons, Storer, and Alternate Member Mitchoff (representing Contra Costa County). Directors Hoffmeister and Worth arrived after the meeting convened. Directors Andersen, Hudson, and Weir were absent.

Staff: Ramacier, Chun, Glenn, Barnes, Bowron, Burdick, Casenave, Churchill, Hill, Mitchell, Muzzini, Robinson, Rossini, Thompson, and Vassallo

**PUBLIC COMMUNICATION:** None

#### CONSENT CALENDAR

**MOTION:** Director Dessayer moved approval of the Consent Calendar, consisting of the following items: (a) Approval of Minutes of Regular Meeting of June 20, 2013, (b) Approval of Disadvantaged Business Enterprise (DBE) Overall Goal for FY2014-2016 and Resolution No. 2014-001. Director Manning seconded the motion and it received the following vote of approval.

Aye: Directors Horn, Mitchoff, Schroder, Simmons and Storer, .  
No: None  
Abstain: None  
Absent: Directors Hoffmeister, Hudson, Weir and Worth

(Director Hoffmeister arrived.)

Director Dessayer noted that the memo for the Minor Service Change Policy neglected to mention that a Minor Service change is one that is less than a 25% change in route miles of a bus route, not of the whole system.. With this clarification, Director Dessayer moved approval of the Consent Calendar, consisting of the following items: (c) Minor Service Change Policy and Resolution No. 2014-002, and (d) Minor Service Changes to Routes #2, #5, and #25. Director Mitchoff seconded the motion and it received the following vote of approval.

Aye: Directors Hoffmeister, Horn, Manning, Schroder, Simmons and Storer, .  
No: None  
Abstain: None  
Absent: Directors Hudson, Weir and Worth

## **REPORT OF CHAIR**

Chair Horn mentioned that the APTA Annual Meeting will be in October in Chicago and if any Board members would like to attend, please contact staff as soon as possible.

## **REPORT OF GENERAL MANAGER**

### **Update on AB160**

General Manager Rick Ramacier provided an update that this Bill is being held in the Assembly Appropriations Committee. There are no updates on the discussions between the United States Department of Labor and the Governor's office regarding the California Pension Reform Act of 2013 and the federal labor protection statute known as Section 13(c).

(Director Worth arrived.)

### **Report on SB556 (Corbett)**

General Manager Rick Ramacier alerted the Board of this Bill that is working its way through the Legislature that would require contractors who provide public transportation services to place on the vehicles used for such services, in extremely large font, "THE OPERATOR OF THIS VEHICLE IS NOT A GOVERNMENT EMPLOYEE." The Bill will also require the employees of a public transit contractor to wear similar language in large font size on their uniform.

### **Report on BART Strike**

General Manager Rick Ramacier informed the Board of the preparations that are being done in the event that there is another BART strike. He described under what conditions County Connection would assist to mitigate the BART strike. General Manager also briefly described how things were handled when BART went out on strike in early July.

## **REPORT OF STANDING COMMITTEES**

### **Marketing, Planning & Legislative Committee**

#### **Midday Free Fares for Seniors and Disabled**

Director Schroder discussed that prior to 2009, County Connection had a special free fare for seniors sixty-five and over, which was terminated in 2009 due to County Connection's financial hardships at the time. The MP&L committee has reviewed the program and would like to recommend consideration of reinstating the program. The free fares would be effective from 10am-2pm. The MP&L Committee would like this item to be referred to the A & F committee so they can review the financial impact it will have. The Board concurred, and Staff will take this item to the A & F for review.

### **Operations & Scheduling Committee:**

#### **Paratransit Workshop and Request for Proposal (RFP) Timeline**

Director Simmons would like the Board members to set aside sometime after the September Board meeting to hold a workshop regarding Paratransit concepts and timelines to issue an RFP for Paratransit services. After much discussion it was decided to hold the workshop at the next O & S meeting scheduled for September 6, 2013. All Board members are encouraged to attend and participate. Legal Counsel will work with the Board Chair and the O & S Chair on how to agendaize this meeting.

**BOARD COMMUNICATION: None.**

## **CLOSED SESSION**

Consultation with Labor Negotiator Pursuant to Government Code Section 54957.6  
Employee Organizations: Amalgamated Transit Union, Local 1605, AFL-CIO, Bus Operators, and Teamsters Union, Local 856, AFL-CIO, Transit Supervisors

Conference with Labor Negotiator Pursuant to Government Code Section 54957.6

At 9:36 a.m. Chair Horn announced the Board would take a two minute break and reconvene for a closed session to consult with its Labor Negotiator, Pat Glenn, Esq., pursuant to Government Code Section 54957.6, regarding negotiations with the Amalgamated Transit Union, Local 1605, AFL-CIO, Bus Operators, and Teamsters Union, Local 856, AFL-CIO, Transit Supervisors.

## **OPEN SESSION**

### **A. REPORT OF ACTION(s) TAKEN DURING THE CLOSED SESSION**

The Board reconvened in open session at 10:02 a.m. Chair Horn announced the Board met in closed session with its Labor Negotiator, pursuant to Government Code Section 54957.6, regarding negotiations with the two employee organizations.. Madeline Chun, Legal Counsel, informed the Board that both unions have agreed to the new contracts and that it would be appropriate for the Board to take action to ratify them at this time.

**B. Consider Action to Ratify Memorandum of Understanding with Amalgamated Transit Union Local 1605, consisting of the following principal elements:**

- 1) Three year contract effective February 1, 2013;
- 2) Wage increase in year 1 at zero; 2% in year 2 and 2% in year 3 subject to certain specified triggers.
- 3) County Connection's contribution to the cafeteria benefit plan shall be increased so that the employee's contribution for health benefits will be equal to the contribution required of similarly situated administrative employees, effective January 1, 2013.

**MOTION:** Director Dessayer moved approval of Ratifying Memorandum of Understanding with Amalgamated Transit Union Local 1605. Director Hoffmeister seconded the motion and it received the following vote of approval.

Aye: Directors Horn, Manning, Mitchoff, Simmons, Storer and Worth  
No: None  
Abstain: None  
Absent: Director Hudson, Schroder and Weir

**C. Consider Action to Ratify Memorandum of Understanding with Teamsters Union, Local 856, AFL-CIO, Transit Supervisors, consisting of the following principal elements:**

- 1) Three year contract effective October 1, 2012:
- 2) Wage increase in year 1 at the wage rate that would have applied in 2010 (prior to the wage freeze), effective as of the date of the Union's ratification: Year 2 at zero; and Year 3 at 1%; subject to certain specified triggers;
- 3) No change in non-economic terms.

Finally, in conjunction with the forgoing, ratify settlement for back wages claim with Teamsters Union, Local 856, as recommended by the Labor Negotiator and General Manager.

**MOTION:** Director Manning moved approval of Ratifying Memorandum of Understanding with Teamsters Union, Local 856, AFL-CIO, Transit Supervisors. Director Storer seconded the motion and it received the following vote of approval.

Aye: Directors Dessayer, Hoffmeister, Horn, Mitchoff, Simmons, and Worth  
No: None  
Abstain: None  
Absent: Director Hudson, Schroder and Weir

**ADJOURNMENT:** Chair Horn adjourned the regular Board meeting at 10:08 a.m.

Minutes prepared by

---

Lathina Hill  
Assistant to the General Manager

---

Date

To: Board of Directors

Date: August 8, 2013

From: Anne Muzzini, Director of Planning & Marketing

Reviewed by:

---

**Subject:** Mid-Day Free for Senior and Disabled

---

### **Summary of Issues:**

Prior to the 2009 service cuts and fare increase seniors (65 yrs) and people with disabilities could ride the fixed route system between 10 and 2 for free. This encouraged them to use fixed route instead of the LINK paratransit service and it encouraged them to use the system during non-peak times when there is more capacity.

The percentage of the total ridership that are seniors and disabled hasn't changed from 2007-08 to 2011-12 and has been stable at 11% of the total. The volume has dropped however due to the service cuts. Prior to the cuts we carried 492,636 seniors and disabled and last year the number was 339,577. When there was a mid-day free fare; approximately half rode during the mid-day and took advantage of the free fare.

The Marketing, Planning, and Legislative Committee (MP&L) expressed interest in bringing back the mid-day free fare for seniors and disabled and even expanding it to a broader time window – 10am to 3pm. To determine the financial impact we used the Ridecheck software to sort fare payment method by time of day. Fares collected from the senior discount cash fare, the 20 ride senior punch pass, and the senior BART transfer, between the hours of 10am and 2pm totaled 2% of the total fare revenues. This represents \$70,000 of fare revenue out of a total of \$3,500,000 annually.

The MPL asked the Board in July to refer the item to the Administration and Finance Committee (A&F) for their review. The A&F Committee supports the implementation of mid-day free fares for seniors but was concerned about extending the timeframe till 3pm as it has the potential to take up capacity during busy school bell times.

### **Clipper and Mid-Day Free Fares:**

Because Clipper will only be used by people paying a fare; free fare riders won't be using the Clipper when they board the bus. The same is true on the WC Trolley; because it's free no one will use their Clipper card when boarding.



## **Peer Systems with Mid-Day Free Category for Senior and Disabled**

An internet search of fares for fifteen peer operators was done and surprisingly none of them had a mid-day free fare for seniors and disabled. Systems included in the survey were Tri Delta Transit, WestCat, Wheels, Muni, AC Transit, VTA (Santa Clara), Golden Gate (Marin), DART (Dallas), King County Metro (Seattle), Community Transit, Pierce Transit, TriMet (Portland), Santa Cruz, and Monterey. The Dallas system does offer free service all day to those who are determined to be eligible for ADA service. This assures them that the free rides are going to those who would otherwise have used the more expensive ADA service.

### **Recommendation:**

The A&F Committee recommends re-instatement of the mid-day free fares for seniors and disabled riders from 10am till 2pm. The estimated cost would be the loss of \$70,000 in fare revenue a year (2% of total fare revenues). The benefits would include; positive public opinion about County Connection, shifting of ridership to non-peak times, and encouraging frail riders to stay on fixed route as opposed to transferring to the LINK paratransit system.

The attorney has advised that the mid-day free fare change can be implemented for a six month promotional period, but to continue it permanently, a Title VI analysis will need to be done. The soonest the mid-day free fare could be implemented would be the next bid change in December. Title VI analysis will be completed prior to June of 2014 (the end of the promotional period). If the analysis determines that a disproportionate disparate impact will or has resulted from the mid-day free fare change, then the Board will be notified and mitigation strategies will be presented prior to the end of the promotional period.

### **Action Requested:**

Direct staff to take the steps necessary to implement mid-day free fares for seniors and disabled between the hours of 10am and 2pm. at the winter bid change and proceed with required Title VI analysis.

To: Board of Directors

Date: August 2, 2013

From: J. Scott Mitchell  
Director of Maintenance

Reviewed by:

---

### **SUBJECT: Bus Procurement Contract**

---

#### **BACKGROUND:**

County Connection's capital plan requires replacement of seventy-one (71) buses over the next five (5) years. At the December 2012 Operations & Scheduling (O&S) Meeting, the O&S Committee authorized staff to develop and release a multi-year multi-configuration Request for Proposal for the replacement of transit buses.

On December 26, 2012, County Connection acting as the lead agency for a joint procurement for twenty-two (22) transit agencies released a Request for Proposal for the manufacture and delivery of heavy-duty transit coaches. The intent of this proposal was to solicit competitive proposals for 30, 35 and 40 foot transit buses under a five (5) year contract.

The proposal identifies quantities for the first year and for the following four (4) years as identified in the twenty-two (22) agencies' capital replacement plans. The twenty-two (22) transit agencies are County Connection, AC Transit, AVTA, Big Blue Bus, City of Modesto, City of San Luis Obispo, City of Santa Maria, City of Visalia, Tri Delta Transit, Glenn County Transportation Commission, Golden Gate Transit, HTA, ICTC, Lake Transit Authority, Wheels, MST, RTA, Sacramento Regional Transit District, SamTrans, SORTA, Union City Transit, WESTCAT. Each agency will award a separate contract to the successful proposer for the initial year quantities appropriate for their agency.

The objective of using this type of proposal enables County Connection to standardize on current and future selection of buses, realize a better price through volume discounts, and reduce the need for periodic bus procurement solicitations as Grant money is made available. This proposal enables County Connection to expedite bus purchases as funds are made available. Soliciting competitive proposals is becoming widely used throughout the transit industry to get the best overall value for transit agencies.

#### **SUMMARY OF ISSUES:**

County Connection received two competitive proposals to manufacture and supply buses to County Connection and twenty-one other transit agencies; one from Gillig and one from BYD. County Connection staff found the BYD proposal to be non-compliant. It does not meet the technical specifications in the RFP. The Gillig proposal is fully compliant with all components of the RFP.

Gillig's price proposal for the first year for the County Connection base bus specification is:

|  | <b>30 Foot</b> | <b>35 Foot</b> | <b>40 Foot</b> |
|--|----------------|----------------|----------------|
| A. Base Offer per Bus:                                     | \$402,472.00   | \$410,222.00   | \$414,722.00   |
| B. California Sales Tax:<br>@8.75% (.00875 x line A)       | \$35,216.30    | \$35,894.42    | \$36,288.17    |
| C. Non-Taxable ADA Equip.:                                 | \$24,954.00    | \$24,954.00    | \$24,954.00    |
| D. Delivery Cost per Bus:<br>(To the County Connection)    | \$196.00       | \$196.00       | \$196.00       |
| E. Total Base Offer per Bus:<br>(Add lines A, B, C, and D) | \$462,838.30   | \$471,266.42   | \$476,160.17   |

County Connection staff performed a price analysis utilizing the Public Transportation Database written by the American Public Transportation Association. County Connection staff did ensure and find that the Gillig proposal is fair and responsible.

**RECOMMENDATIONS:**

The O&S Committee recommends that the Board of Directors authorize the General Manager to enter into a contract with Gillig to purchase a minimum of seven (7) and a maximum of seventy-one (71) buses over a period not to exceed five (5) years.

**CHANGES FROM COMMITTEE:**

**ADDITIONAL BACKGROUND INFORMATION:**

To: Board of Directors

Date: August 2, 2013

From: J. Scott Mitchell  
Director of Maintenance

Reviewed by:

---

**SUBJECT: Authorization to Purchase Seven 29-foot Low Floor Buses from Gillig**

---

**SUMMARY OF ISSUES:** County Connection needs to replace seven (7) 2001 29-foot transit buses. County Connection has Federal Grants identified to replace these buses.

**FINANCIAL IMPLICATION:** Seven 29-foot Transit Buses:

|                                     |                   |
|-------------------------------------|-------------------|
| Federal Grant 5307                  | \$1,999,441       |
| Federal Grant 5339                  | <u>\$ 840,438</u> |
| Total Federal Funds                 | \$2,839,879       |
| Bridge Toll Match Local Funds Grant | \$552,391         |
| Prop 1B                             | <u>\$ 15,699</u>  |
|                                     | \$538,090         |

**TOTAL:** **\$3,377,969**

**RECOMMENDATION:** The O&S Committee recommends that the Board of Directors authorize the General Manager to release a purchase order and a letter to proceed to Gillig to build seven (7) 29-foot low floor buses.

**ACTION REQUESTED:** The O&S Committee recommends that the Board of Directors at its August 15, 2013 meeting, adopt a resolution authorizing the General Manager to release a purchase order and a letter to proceed to Gillig to build seven (7) 29-foot low floor buses. Cost not to exceed \$3,377,969.

**CHANGES FROM COMMITTEE:**

