

County Connection

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

BOARD OF DIRECTORS MEETING AGENDA

**Thursday, April 17, 2014
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 March 20, 2014*
- 5) Report of Chair
- 6) Report of General Manager
 - a. Recognition of Employees of the 3rd & 4th Quarters, 2013
 - b. Recognition of Employee with 30 Years of Service
 - c. APTA Annual Meeting & Expo, Houston, TX-October 12-15, 2014
- 7) Report of Standing Committees
 - a. Administration & Finance Committee
(Committee Chair: Director Al Dessayer)
 - 1) Creation of an Eco Pass Demonstration Program*
(The A & F Committee recommends that the Board direct staff to take the steps necessary to implement the CoCoPass program on a demonstration basis with no more than three contracts, based upon a proposed annual price of \$140 per pass and a minimum purchase of 50 passes.)

Clayton • Concord • Contra Costa County • Danville • Lafayette • Martinez
Moraga • Orinda • Pleasant Hill • San Ramon • Walnut Creek

CENTRAL CONTRA COSTA TRANSIT AUTHORITY

2) FY2015 Draft Budget, FY2014 Estimated Actual and Ten Year Forecast
Resolution No. 2014-016

(The A & F Committee recommends that the Board approve the draft budget for the purpose of filing a timely TDA claim. An updated draft budget will be presented in May and the final proposed budget will be submitted in June for Board approval.)

b. Operations & Scheduling Committee
(Committee Chair: Director Jack Weir)

1) Service Changes to Routes #2, 5, and 7 and Resolution No. 2014-017*
(The O & S Committee recommends that the Board adopt proposed service changes.)

2) Recommendation to Award Contract for Provision of Paratransit Operations & Maintenance Services*

Resolution No. 2014-015

(The O&S Committee recommends the Board approve award of an agreement with First Transit Inc. for three years with two one year options for the provision of Paratransit Operations & Maintenance services.)

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) Adjournment

*Enclosure

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.

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@countyconnection.com

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, May 15, 9:00 a.m., County Connection Board Room
Administration & Finance:	Wednesday, April 30, 9:00 a.m. 1676 N. California Blvd., Suite 620, Walnut Creek
Advisory Committee:	TBA, County Connection Board Room
Marketing, Planning & Legislative:	Thursday, May 1, 8:30 a.m., 3338 Mt. Diablo Blvd. in Lafayette
Operations & Scheduling:	Friday, May 2, 8:30 a.m., Pleasant Hill City Offices

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

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County Connection

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Concord, CA 94520-5326

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Agenda Item No. 4.a.

CCCTA BOARD OF DIRECTORS

MINUTES OF THE REGULAR MEETING

March 20, 2014

CALL TO ORDER/ROLL CALL/CONFIRM QUORUM

Chair Simmons called the regular meeting of the Board of Directors to order at 9 a.m. Board Members present were Directors Andersen, Dessayer, Hudson, Manning, Schroder, Storer and Weir. Directors Hoffmeister, Tatzin and Worth arrived after the meeting convened.

Staff: Ramacier, Chun, Abdelrahman, Barnes, Barrientos, Bowron, Brown, Burdick, Casenave, Churchill, Dean, Hill, Jefferson, Martinez, Mitchell, Moran, Muzzini, Porter, Rettig, Robinson, Thompson and Vassallo

PUBLIC COMMUNICATION:

Rethamae Abdelrahman, a County Connection bus operator for 29 years, expressed how some of the passengers are disrespectful to drivers and would like management to prevent these passengers from riding the buses.

(Director Worth arrived.)

Judy Barrientos, ATU Local 1605 President, addressed the Board regarding the bus operators that are being disrespected and harassed by passengers. The operators would like to see some action taken and to feel that their concerns are being heard and cared about. She also addressed the Board regarding the timing devices on the buses which she believes are still not accurate and cause confusion for the operators and the passengers.

Said Saadat, a bus operator with County Connection, spoke to the Board about problem passengers that are disrespecting operators and fellow passengers. He felt that management should help to ensure the safety of all.

Chair Bob Simmons, thanked the speakers for coming. On behalf of the Board he expressed appreciation to their comments, noting that some of these issues need to be presented to management first, since the Board is a policy making body. He expressed regret that bus operators are sometimes subjected to bad language and negative attitudes from the public, and asked Rick Ramacier, General Manager to comment.

Rick Ramacier expressed his concern for the drivers and passengers. He noted that bus operators must report these occurrences, so that management can investigate, document the claims and provide a plan of action. He stated that he is always open to meeting with employees with any and all of their concerns. He advised that additional training will be provided to the drivers to help deal with these issues. Additional road supervision will also be provided.

CONSENT CALENDAR

MOTION: Director Storer moved approval of the Consent Calendar, consisting of the following items: (a) Approval of Minutes of Regular Meeting of February 20, 2014; (b) Amendment to the Recognition of Retiring or Departing County Connection Employees Policy, Resolution No. 2014-014. Director Manning seconded the motion and it received the following vote of approval.

Aye: Directors Andersen, Dessayer, Hudson, Manning, Schroder, Simmons, Storer, Weir and Worth
No: None
Abstain: None
Absent: Directors Hoffmeister and Tatzin

REPORT OF CHAIR

(Director Schroder left the meeting.)

Chair Simmons stated that County Connection has received an award from the Contra Costa Mental Health Department for its free mid-day service for seniors. It was an honor to accept this award on behalf of the Board, and he thanked the Board members for authorizing this service for seniors.

Chair Simmons also reported on the APTA Legislative Conference that he attended in Washington, DC., along with three other Board members

. Overall, he found the conference interesting, but the outlook for positive Congressional action for public transportation is not good. He will seek better coordination with the regional transportation agencies, and suggested that Chairs of the boards for the suburban operators (ECCTA, Westcat and LAVTA) meet periodically.

Directors Dessayer, Storer, and Worth offered additional comments on the Legislative Conference, reiterating that it is unlikely that anything of great impact will happen this year, and that no new capital funding is anticipated. Director Worth noted that the impending insolvency of the Highway Trust Fund is of serious concern, and that the partnership between MTC and the transit agencies has been effective in approaching Congressional members.

(Directors Hoffmeister and Tatzin arrived.)

REPORT OF GENERAL MANAGER:

General Manager Rick Ramacier updated the Board on implementation of the service plan changes recommended in the Adaptive Service Plan. County Connection is currently holding public hearings in the Martinez and Walnut Creek areas. The public comments received seem to reflect more concern in Martinez and more support in Walnut Creek. County Connection is receiving a lot of feedback both in person at the hearings as well as in emails via the website.

Recognition of Employees with 30 Years of Service

Kenneth Walters, has been a bus operator for 30 years. He is very humble, honest, and has a stellar safety record.

Recognition of Retiring Employees

Derrick Hamilton has been an employee in the maintenance department for almost 32 years. He has been a positive and upbeat employee the entire time. He enjoyed his job so much that he has 16 years of perfect attendance. He will be greatly missed.

Update on Meetings with Contra Costa Transit Authority RTPCs regarding County Connection Mobility Management Plan

The General Manager reported that he has addressed three of the 4 Boards, SWAT, TRANSPAC, and TRANSPLAN and will meet with WCCTAC later this month. The consensus is to identify the best ideas in the e Mobility Plan for CCTA to take the lead on to move forward.

Rick Ramacier mentioned that the ribbon cutting ceremony for the Pacheco Transit Hub will be April 1 at 10am if any Board members would like to attend.

REPORT OF STANDING COMMITTEES

Marketing, Planning & Legislative Committee

Support AB1720 (Bloom) & AB2445 (Chau)

Director Worth stated that the MP& L Committee recommends the support of two bills, AB1720 (Bloom) & AB2445 (Chau). AB1720 is similar to a bill that County Connection has supported in the past, to extend the exemption on axle weight limits for transit agencies until January 2016. Kristina Vassallo explained that since the first bill was passed in 1974, a lot of additional equipment requirements for buses, such as safety and ADA requirements, has caused buses to exceed the axle weight limit. Supporting this bill will allow the State to conduct a study to come up with new limitations.

MOTION: Director Worth moved approval of supporting AB1720(Bloom). Director Hoffmeister seconded the motion and it received the following vote of approval.

Aye: Directors Andersen, Dessayer, Hoffmeister, Hudson, Manning, Simmons, Storer, Tatzin, Weir and Worth
No: None
Abstain: None
Absent: Director Schroder

Kristina Vassallo went on to explain AB2445 (Chau), which would allow fees for transportation services provided under agreements between community colleges and transit agencies to be approved by students on a campus by campus level. Board support is requested so that the General Manager can explore options for using college parking fees to subsidize public transportation fees.

MOTION: Director Worth moved approval of supporting AB2445 (Chau) . Director Tatzin seconded the motion and it received the following vote of approval.

Aye: Directors Andersen, Dessayer, Hoffmeister, Hudson, Manning, Simmons, Storer, Tatzin, Weir and Worth
No: None
Abstain: None
Absent: Director Schroder

Operations & Scheduling Committee

Adoption of Transit Access Improvement Project

Director Weir stated that the O & S Committee has reviewed the results of a comprehensive study to identify opportunities for Access Improvements for pedestrians and bicyclists to access bus stops. Andrew Kluter and Laramie Bowron explained how the study was conducted and how the information

can be useful in identifying and prioritizing improvements. The study reviewed bus ridership data, the socio-economic composition of riders, and how they are they using public transit. Several directors commented on the study. It was noted that the information should be shared with cities and the County so that the recommendations can be considered when a development or road improvement project is proposed. It is a useful tool for working with cities and developers.

MOTION: Director Weir moved approval of County Connection Transit Access Improvement Project. Director Hudson seconded the motion and it received the following vote of approval.

Aye: Directors Andersen, Dessayer, Hoffmeister, Hudson, Manning, Simmons, Storer, Tatzin, Weir and Worth
No: None
Abstain: None
Absent: Director Schroder

BOARD COMMUNICATION:

Director Hudson commented on the public comments regarding race as a factor with disrespectful passengers. His wife has been in transportation for over 46 years and she experiences just as much disrespectful people in the public as anyone else. It's not always about race as it is just people in general being rude and disrespectful.

Director Manning stated that the negative experiences on the buses impact both the drivers and the passengers. The victims are typically secondary to the rights of the perpetrators; punishment should be swift but is not. He also has talked to some seniors about County Connection's free ride for seniors, and he has received all positive feedback and they hope that the program continues.

Director Weir offered his empathy towards the drivers and their negative experiences.

ADJOURNMENT: Chair Simmons adjourned the regular Board meeting at 10:10 a.m.

Minutes prepared by

Lathina Hill
Assistant to the General Manager

Date

To: Board of Directors

Date: April, 2014

From: Anne Muzzini, Director of Planning & Marketing

Reviewed by:

Subject: Creation of an Eco Pass

Summary:

The concept of creating an Eco Pass has been reviewed by the Administration and Finance Committee to determine the financial impact and address issues related to potential fraud. The Committee recommends that we move forward on implementation in a limited way to determine demand for bulk purchase of annual passes and determine average ridership.

What is an Eco Pass?

Many transit agencies offer bulk discount passes that enable employers, developers, and neighborhoods to purchase large quantities of an annual transit pass. AC Transit has an "Easy Pass" that costs \$121 per year if you buy at least 100 passes. In Santa Clara, the Valley Transportation Authority (VTA) sells their "Residential Eco Pass" for \$120 a year with a minimum of 25 passes. In Boulder Colorado they have a neighborhood pricing and an employer pricing for an annual pass that ranges between \$80 and \$146 depending on the volume.

In Boulder the Eco Pass program has evolved to include neighborhood associations as well as employers. A group of neighbors can go in together to purchase bulk volume of the annual passes and get the discount. In Salt Lake City, residents will be able to purchase an annual bus pass and have the cost spread out monthly and included in their utility bill.

Viability of Steep Discount

Eco passes offered by others are priced around \$100 a year which is significantly less than if a person purchased 12 monthly passes which in our case go for \$60 each. The reason this steep discount makes financial sense is that when an employer or residential developer purchases passes for everyone only a percentage (10 – 16%) take advantage of the benefit and use the bus. The programs are structured so that all employees or residents count toward the bulk purchase, not just those who want the pass. If there are 110 units the developer would need to purchase passes for all units.

Does it work?

When Cambridge Systematics studied the AC Transit pilot program in 2008 they found that when 1,500 residents the transit oriented development were given transit passes, 23% tried using AC Transit for the first time and 50% of them used transit more.

A Nelson/Nygaard evaluation of the VTA program in 2006 found that when a pass was provided by the employer or home owner association there was a 16% decrease in the number of people who drove and a 16% increase in use of transit for work trips.

In 2012 VTA analyzed their Eco Pass program to determine how well it was working and found that 13% of all bus boardings were with the pass and 16% of all revenue was generated through the pass program. The average fare revenue per passenger trip \$0.67 was lower than the Board goal for the program set at \$1.57 per passenger trip.

Examples

On example where extensive traffic reduction strategies are being employed is Green Village in Berkeley. Transit passes (AC's Easy Pass), bike link cards, car share memberships will be given to new residents and there is zero car parking.

3800 San Pablo in Emeryville is another project that has been "green trip" certified by Transform. The project completed last year provides transit passes (AC's Easy Pass), car sharing, and bike sharing on site.

Fourth Street Family Apartments in San Jose is a 100 unit apartment complex that gives transit passes (VTA's Eco Pass) to all the residents.

A developer in Contra Costa, RCD (Resources for Community Development) is interested in offering transit passes to the future residents of Riviera Family Apartments north of the WC BART station.

A full list of projects in the Bay Area that have been certified as Green Trip projects can be found at: <http://www.transformca.org/GreenTRIP/certified-projects>

Fraud

On way to eliminate fraud is to create an eco pass that has a photo on it. In Denver they require photos and have the following process established to reduce fraud.

Before heading down to one of our photo locations, employees must arrive with a driver's license or a Colorado state I.D. The employee must also present a completed, signed and dated official RTD authorization form from the employer on company letterhead. Authorization forms must be dated within 30 days of the

photo appointment. The EcoPass photo I.D. will not be valid until a current decal is placed on the EcoPass. Decals must be applied by an authorized employer representative or by RTD staff.

VTA in Santa Clara has worked out a system where the photo ID is on the back of the Clipper card and employers are able to activate and deactivate cards.



Why create a County Connection Eco Pass now?

Cities and developers are focused on including trip reduction strategies in their plans to comply with the new transit oriented development requirements, and to qualify for low interest loan programs through the California Dept. of Housing and Community Development. For example, for Prop 1C Transit Oriented Development Funds you can score extra points if you offer transit passes for each unit. Transform, an organization that supports “green” development and is partially funded by the Bay Area Air Quality Management District (BAAQMD) has developed a Green Trip certification program in the Bay Area that rewards multi-family and mixed use projects that have traffic reduction strategies; one of these being a requirement that each unit gets 2 transit passes for a 40 year period of time.

As Cities make plans for their Priority Development Areas (PDA’s) there is an opportunity to include traffic reduction strategies such as a transit pass program. Creating an Eco Pass gives us something to offer Cities, developers, and employers who are looking for traffic reduction options.

As a result of SB1339 the BAAQMD and MTC are able to require employers with more than 50 employees to provide a commute benefit. An Eco Pass program would be an option for employers who want a tax deductible commuter benefit.

Pass Use Estimates and Impact on Pricing

Determining an Eco Pass price that is revenue neutral depends upon the amount of transit trips taken by Eco Pass holders. It is difficult to know in advance what this will be and it is likely to vary depending on the employer, neighborhood, or residential development that is making the bulk purchase.

Bishop Ranch Experience

We can look to Bishop Ranch to see how the pass benefit translates into bus rides. They have approximately 30,000 employees that are offered the transit pass; but only 3,500 (12%) pick one up. We track the trips taken by Bishop Ranch pass holders and know that they equaled 203,528 last year (FY2012-13); an average of 58 trips a year for each pass holder. This is low use on average however we know that a share of the pass holders use it every day to commute. Therefore many are keeping in their pocket and not using it regularly.

If we look at it from a different angle there were 844 weekday trips in October paid for with the Bishop Ranch pass. If these represent a worker going to and from the office, then we're seeing 422 individuals taking a round trip. We can estimate that of the 3,500 pass holders only 422 (12%) use it for their commute.

The share of pass use and transit ridership is confirmed by the Boulder statistics that have found that there is approximately 10% of transit use when all employees and neighbors are given the pass.

Pricing and Ridership Math

Current Monthly Pass

Cost = \$60/month

Estimated Trips/Month = 42 (21 weekdays x 2 trips per day)

Fare Revenue per Trip = \$1.43

The following examples illustrate what the fare revenue per trip would be given various assumptions. All use the example of a 55 unit complex purchasing 2 passes per unit for a total of 110 passes. If pass use is low then the fare revenue per trip is high and if pass use is high then fare revenue per trip is low.

Eco Pass Scenario 1

(100% use the pass; current profile of ridership frequency – 60% use it 5 days a week)

Cost per Pass = \$140
Total Passes = 110
Total Cost = \$15,400
Trips per Year = 43,542
Fare Revenue per Trip = \$0.35

Eco Pass Scenario 2

(20% use the pass; current profile of ridership frequency)

Total Cost = \$15,400
Trips per Year = 8,708
Fare Revenue per Trip = \$1.77

Eco Pass Scenario 3

(Bishop Ranch profile: 12% use the pass; 12% of them use it often)

Total Cost = \$13,200
Trips per Year = 765
Fare Revenue per Trip = \$17.25

Other Issues – Title 6 and Clipper

Title 6 - There is no way to know the impact of an Eco Pass on minority and low income riders until after the program is implemented. This fare structure change is unlike a service change where we know who will be impacted. It is unlike the midday free fare change because we can't use the onboard survey demographic data. The best way to comply with Title 6 would be to adopt the program on a demonstration basis, then analyze the use patterns and demographics of the riders using the pass.

Clipper - The clipper card has been combined with the Eco pass at VTA and with the Bishop Ranch employer pass. In VTA's case it tracks use and in Bishop Ranch's case the card is personalized to be used as a flash pass as well as a stored value card.

Implementation

In all cases a contract is executed between the Eco pass purchaser and the transit agency. Often there is a sliding scale pricing for volume and length of contract. Sometimes there are minimums set for volume and contract length. To start with staff recommends that the program be made as simple as possible with one price, a minimum volume of 50 passes, and a contract term of one year. The price for the pass can be adjusted each year as ridership patterns become available. The price would need to be adjusted if the average fare per passenger dropped below a goal of meeting the average fare per passenger received from monthly pass purchasers, which is currently \$1.43/trip.

To implement the plan it will be necessary to create marketing materials, develop a boilerplate contract, set up procedures for photo taking and pass distribution, and establish a performance measurement system.

What to Call It?

Board members have suggested that we name the annual pass something other than EcoPass. The A&F Committee suggests that we call it the CoCoPass, short for County Connection Pass.

Recommendation:

The A&F Committee recommends that the Board direct staff to take the steps necessary to implement the CoCoPass program on a demonstration basis with no more than three contracts. The annual price would be set at \$140 per pass and there would need to be a minimum of 50 passes purchased.

The County Connection

Inter Office Memo

To: Board of Directors

Date: April 7, 2014

From: Kathy Casenave *KC*

Reviewed by: *Rich*

SUBJECT: FY 2015 Draft Budget, FY 2014 Estimated Actual and Ten Year Forecast

The A&F Committee has reviewed the draft budget and is forwarding it to the Board of Directors for review and approval for the purpose of filing a timely TDA claim with the Metropolitan Transportation Commission.

Staff will continue to update the budget. A draft will be presented in May and the final proposed budget will be submitted in June for approval.

FY 2014 Estimated Actual:

Estimated Expenses for FY 2014 (Page 2) are expected to be \$935,509 (2.9%) under budget. The most significant variances:

\$ (128,442)	Fixed route operator wages are projected to be \$179K more than budgeted for various reason- a slight increase in scheduled hours, increased guarantees and overtime and an increase in training. This has been partially offset by vacancies in the Maintenance Dept (\$221K) and in other depts..
\$ 292,658	Fringe benefits are expected to be higher, mainly due to OPEB/retiree medical expense, (\$118K), workers compensation expense (\$86K) and cafeteria expense (\$74K). Variances in other benefit categories are minor.
\$ (407,048)	Materials and supplies are expected to be lower, mainly due to diesel fuel (\$374K)
\$ (215,881)	Paratransit purchased transportation is projected to be lower than budget due to less service hours.

Operating revenue (Page 3) variances:

\$ (195,798)	Fares are expected to be lower because of the reduction in BART Plus tickets sold. \$50K of this is an adjustment for the prior year's estimated receivable. \$120K is due to the current year's estimated actual being lower than budget.
\$ 154,796	Special fares revenue is estimated to be higher than budgeted due to partial year of Alamo Creek service and additional ACE service.
\$ 520,106	Federal preventive maintenance revenue is more than budgeted due to left over funds from prior vehicle purchases.
\$ (161,500)	Measure J is lower because the final allocation was less than CCTA's staff's initial estimate.
\$ (200,000)	Dougherty Valley is lower because of a decrease in the sale of units. The total amount of developer fees remains the same but will be spread out over more years.
\$ 737,714	FTA Section 5307 Paratransit operating revenue is more than budgeted because of MTC's change in the formula for allocation of this revenue. This change will improve the revenue stream for Paratransit operations in the foreseeable future.
\$(1,899,004)	TDA 4.0 used for Fixed route and Paratransit operations will be reduced because of increases in other types of revenue and a decrease in estimated expenses.

FY 2015 Draft Budget

The proposed draft budget is \$34,983,566, \$2,045,169 (6.2%) over the FY 2014 estimate actual (this includes a \$500,000 contingency).

The largest expense variances compared to FY 2014 estimated actual are:

\$ 577,343	The increase is due to wage increases, an additional transportation supervisor and filling of vacancies in the Maintenance Dept.
\$ 271,009	Fringe benefits are expected to be higher for a variety of reasons- mainly \$28K in different paid absences (vacation, etc.),\$76K in medical expense, \$54K in PERS retirement, and \$69K in cafeteria expense.
\$ (115,929)	Services are expected to be lower, mainly due to reduction in special planning expenses, and various outside service repairs.
\$ 518,743	Materials and supplies are expected to be higher due to diesel fuel,\$375K,and repair parts,\$91K.
\$ 99,160	Fixed route purchased transportation is expected to increase due full year of Alamo Creek operations.
\$ 151,637	Paratransit purchased transportation is expected to increase due to increase in rate and service hours.

Operating revenue-

\$ 114,114	Special fares are expected to increase due to full year of Alamo Creek service which is reimbursed.
\$(520,106)	Preventive maintenance revenue is not expected in FY 2015.
\$ 2,211,489	TDA 4.0 revenue used for fixed route is more than FY 2013 because of an increase in expenses and a decrease in other types of revenue.

Key Assumptions Used for the Ten-Year Financial Forecast, Pages 8 & 9 -

TDA Revenue-

The County Auditor-Controller's office has lowered its estimate for FY 2014 by \$792,000 to \$15,368,449. However the estimate for FY 2015 is \$16,440,852- a 6.9% increase.

The TDA growth rate after FY 2015 in this forecast is 3% in all years.

Operating Revenues-

- Passenger fares are increased 2% annually for Fixed route and 3% for Paratransit. Fares increases are projected for FY 2016, FY 2019 and FY 2022.
- STA revenue for FY 2015 is estimated by MTC; a 2.5% growth rate is assumed in the out years.
- Measure J is projected to grow at the rate used in the Contra Costa Transportation Authority's revised Measure J Strategic Plan published in July 2011- 4.03% for FY 2016-FY 2019, and 4.54% for FY 2020 and beyond. Revenue for FY 2015 is projected to be less than FY 2014 because FY 2014 included a one-time disbursement of additional FY 2012 Measure J revenue.

Operating Expenses-

The forecast assumes that the service levels will remain the same.

- A 2.5% growth rate for nonwage expenses has been used for the out years except as noted below:
- Diesel fuel has been increased by 17% in FY 2015.

- PERS employer rate for FY 2014 is 7.321%. The rate for FY 2015 will be 7.015% and the estimate for FY 2016 is 7.1%. For FY 2017-2019 the estimates are 7.2%, 8.75% & 10.5% based on an investment rate of return of around 5%. The 10.5% is used from then on.

Capital Program-

Sixty-four (64) buses are slated to be purchased in FY 2014 and FY 2015. After that, there are no fixed route buses scheduled to be replaced until FY 2022. Staff will be reviewing other components of the 10 year capital program and will make changes for future drafts.

TDA Reserve- Page 10

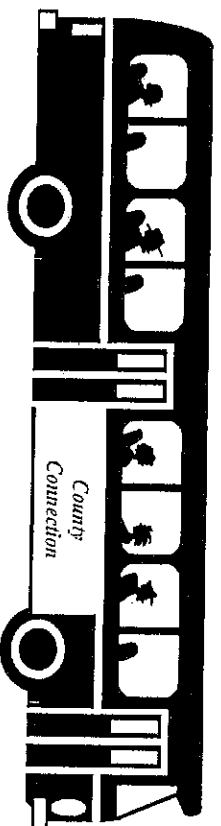
The FY 2014 ending reserve is projected to be \$11.216 million. The increase in the Paratransit operating revenue has greatly improved the reserve forecast. The reserve at the end of FY 2023 is projected to be \$11.689 million.

Action Requested-

The A&F Committee recommends that the Board of Directors approve the draft budget for the purpose of filing a timely TDA claim. An updated draft budget will be presented in May and the final proposed budget will be submitted in June for Board approval.

DRAFT
Operating and Capital Budget

Fiscal Year 2015



CENTRAL CONTRA COSTA TRANSIT AUTHORITY

Concord, California

April 2, 2014

CENTRAL CONTRA COSTA TRANSIT AUTHORITY
FY 2015 Budget
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CENTRAL CONTRA COSTA TRANSIT AUTHORITY
FY 2015 BUDGET SUMMARY

Operations

	EST/ACTUAL FY 2014	APPROVED BUDGET FY 2014	% VARIANCE	PROPOSED BUDGET FY 2015	FY 2014 BUD OVER/(UNDER) EST ACT
Fixed Route	\$ 27,683,853	\$ 28,396,860	-2.5%	\$ 29,579,057	6.8%
Paratransit	\$ 5,254,544	\$ 5,477,046	-4.1%	\$ 5,404,509	2.9%
Subtotal	\$ 32,938,397	\$ 33,873,906	-2.8%	\$ 34,983,566	6.2%

Capital

Fixed Route	\$ 19,403,000	\$ 24,755,700	-21.6%	\$ 21,977,540	13.3%
Paratransit	\$ -			\$ 358,938	100.0%
Subtotal	\$ 19,403,000	\$ 24,755,700	-21.6%	\$ 22,336,478	15.1%
Grand Total	\$ 52,341,397	\$ 58,629,606	-10.7%	\$ 57,320,044	9.5%

CENTRAL CONTRA COSTA TRANSIT AUTHORITY
FY 2015 BUDGET - OPERATING EXPENDITURES

Category	ACTUAL	EST/ACT	APPROVED	EST/ACT over(under)	Budget	PROPOSED	FY2014 vs 2013 Est/Actual	
	FY 2013	FY 2014	BUDGET FY 2014	Amount +/-	% +/-			BUDGET FY 2015
Fixed Route								
Wages	12,093,546	12,352,276	12,480,718	(128,442)	-1.0%	12,929,619	577,343	4.7%
Fringe benefits	7,196,515	8,271,817	7,979,159	292,658	3.7%	8,542,826	271,009	3.3%
Total Wages and benefits	19,290,061	20,624,093	20,459,877	164,216	0.8%	21,472,445	848,352	4.1%
Services	2,040,601	2,205,923	2,253,610	(47,687)	-2.1%	2,089,994	(115,929)	-5.3%
Materials and supplies	3,134,276	3,446,192	3,853,240	(407,048)	-10.6%	3,964,935	518,743	15.1%
Utilities	285,811	297,429	318,000	(20,571)	-6.5%	322,000	24,571	8.3%
Casualty and liability	381,485	453,724	427,843	25,881	6.0%	471,873	18,149	4.0%
Taxes	318,777	323,334	315,000	8,334	2.6%	325,000	1,666	0.5%
Leases and rentals	38,175	39,220	40,700	(1,480)	-3.6%	40,700	1,480	3.8%
Miscellaneous	129,039	130,688	129,300	1,388	1.1%	129,700	(988)	-0.8%
Purchased transportation	96,822	163,250	99,290	63,960	64.4%	262,410	99,160	60.7%
Total Other Expenses	6,424,986	7,059,760	7,436,983	(377,223)	-5.1%	7,606,612	546,852	7.7%
Subtotal	25,715,047	27,683,853	27,896,860	(213,007)	-0.8%	29,079,057	1,395,204	5.0%
Contingency			500,000	(500,000)	-100.0%	500,000	500,000	
Subtotal	25,715,047	27,683,853	28,396,860	(713,007)	-2.5%	29,579,057	1,895,204	6.85%
Paratransit								
Wages	91,579	94,800	91,000	3,800	4.2%	93,317	(1,483)	-1.6%
Fringe benefits	45,555	47,775	48,664	(889)	-1.8%	53,155	5,381	11.3%
Total Wages and benefits	137,134	142,575	139,664	2,911	2.1%	146,472	3,898	2.7%
Services	18,813	27,700	36,932	(9,232)	-25.0%	21,520	(6,180)	-22.3%
Materials and supplies	3,500	3,700	3,000	700	23.3%	3,800	100	2.7%
Utilities	18,652	20,300	21,300	(1,000)	-4.7%	20,800	500	2.5%
Taxes	330	600	600	0	0.0%	600	0	0.0%
Miscellaneous	(155)	920	920	0	0.0%	930	10	1.1%
Purchased transportation	4,947,725	5,058,749	5,274,630	(215,881)	-4.1%	5,210,386	151,637	3.0%
Total Other Expenses	4,988,865	5,111,969	5,337,382	(225,413)	-4.2%	5,258,036	146,067	2.9%
Subtotal	5,125,999	5,254,544	5,477,046	(222,502)	-4.1%	5,404,509	149,965	2.9%
Total	\$ 30,841,046	\$ 32,938,397	\$ 33,873,906	\$ (935,509)	-2.8%	\$ 34,983,566	\$ 2,045,169	6.2%

CENTRAL CONTRA COSTA TRANSIT AUTHORITY
FY 2015 BUDGET- OPERATING REVENUES

Category	ACT FY 2013	EST/ACT FY 2014	APPROVED BUDGET FY 2014	EST/ACT over(under) Amount +/-	Budget % +/-	PROPOSED		FY2013 vs 2012 Est/Actual Amount +/-	% +/-
						BUDGET FY 2015			
Fixed Route									
Fare revenue	3,579,640	3,433,900	3,629,698	(195,798)	-5.4%	3,563,500	129,600	3.8%	
Special service revenue	1,061,608	1,134,450	979,654	154,796	15.8%	1,248,564	114,114	10.1%	
Advertising revenue	574,912	587,212	572,096	15,116	2.6%	592,212	5,000	0.9%	
Non-Operating rev	152,259	120,000	120,000	-	0.0%	120,000	-	0.0%	
FTA Section 5303	30,000		30,000	(30,000)	-100.0%	30,000	30,000	100.0%	
FTA Preventive Maintenance	2,002,433	520,106		520,106			(520,106)	-100.0%	
Other State Grants		116,919	117,000	(81)		116,919	-	0.0%	
STA Pop	2,651,904	2,149,883	2,149,883	-	0.0%	2,068,547	(81,336)	-3.8%	
TDA 4.0	10,266,085	14,614,517	15,519,673	(905,156)	-5.8%	16,826,006	2,211,489	15.1%	
Measure J	3,791,969	4,120,779	4,282,321	(161,543)	-3.8%	4,011,374	(109,404)	-2.65%	
BART Express Funds	603,978	651,196	651,196	-	0.0%	697,596	46,400	7.1%	
Dougherty Valley revenue			200,000	(200,000)	-100.0%	0	-	-	
Other Local Grants	169,604	66,250	0	66,250	100.0%	159,000	92,750	140.0%	
RM 2/Other- Express	145,339	145,339	145,339	-	0.0%	145,339	-	0.0%	
Lifeline	684,000	23,302	0	23,302		0	(23,302)	-100.0%	
Subtotal	25,713,731	27,683,853	28,396,860	(713,007)	-2.5%	29,579,057	1,895,205	6.8%	
Paratransit									
Fare revenue	478,120	583,000	529,439	53,561	10.1%	535,000	(48,000)	-8.2%	
Non-Operating revenue	45	100	300	(200)	-66.7%	100	-	0.0%	
FTA Section 5307	667,479	1,414,410	676,696	737,714	109.0%	1,545,610	131,200	9.3%	
TDA 4.5	638,144	858,430	858,430	-	0.0%	766,150	(92,280)	-10.7%	
TDA 4.0	808,838	-	993,848	(993,848)	-100.0%	0	0	100.0%	
Measure J	1,170,229	1,308,488	1,303,317	5,171	0.4%	1,265,886	(42,602)	-3.26%	
STA Paratransit & Rev based	1,177,261	916,116	916,116	-	0.0%	1,114,282	198,166	21.6%	
BART ADA Service/Other	185,879	174,000	198,900	(24,900)	-12.5%	177,480	3,480	2.0%	
Subtotal	5,125,995	5,254,544	5,477,046	(222,502)	-4.1%	5,404,509	149,965	2.9%	
Total	\$ 30,839,726	\$ 32,938,397	\$ 33,873,906	(935,509)	-2.9%	\$ 34,983,566	\$ 2,045,169	6.2%	

CENTRAL CONTRA COSTA TRANSIT AUTHORITY
FY 2015 Revenue Source Utilization

	Anticipated Revenue	Anticipated Utilization	Difference
Fixed Route			
Fare revenue	\$ 3,563,500	\$ 3,563,500	0
Special service revenue	1,248,564	1,248,564	0
Advertising Revenue	592,212	592,212	0
Non-Operating revenue	120,000	120,000	0
FTA Section 5303	30,000	30,000	0
FTA Preventive Maintenance	0	0	0
Other State Grants	116,919	116,919	0
STA Pop	2,068,547	2,068,547	0
TDA 4.0	16,440,852	16,826,006	(385,154)
Measure J	4,011,374	4,011,374	0
BART Express Funds	697,596	697,596	0
Dougherty Valley grants	0	0	0
Other Local Grants	159,000	159,000	0
RM2- Express	145,339	145,339	0
Lifeline-CCTA	0	0	0
Total Fixed Route Operating Revenue	\$ 29,193,903	\$ 29,579,057	(385,154)
Paratransit			
Fare revenue	\$ 535,000	\$ 535,000	0
Non-operating revenue	100	100	0
FTA Section 5307	1,545,610	1,545,610	0
TDA 4.5	766,150	766,150	0
TDA 4.0	-	0	(0)
Measure J	1,265,886	1,265,886	0
STA Paratransit	1,114,282	1,114,282	0
BART ADA Service/other	177,480	177,480	0
Total Paratransit Operating Revenue	\$ 5,404,508	\$ 5,404,509	(0)
Capital Program			
TDA 4.0	-	378,000	(378,000)
Increase (Decrease) to TDA reserve		<u>\$ 378,000</u>	<u>(763,154)</u>

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY
STAFFING**

Position Type	FY 09	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2014	FY 2014	FY 2015
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET
Transportation administration	3.0	3.0	3.0	3.0	4.0	4.0	4.0	4.0	4.0
Training	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Transit Supervisor/Dispatcher	10.0	10.0	10.0	10.0	10.0	11.0	11.0	11.0	12.0
Full-time runs	15.0	15.0	15.0	15.0	16.0	17.0	17.0	17.0	18.0
Part-time runs	128.0	128.0	125.0	125.0	127.0	127.0	127.0	128.0	128.0
Full-time stand-by (Protection)	12.0	12.0	12.0	12.0	12.0	12.0	12.0	12.0	12.0
	38.0	38.0	35.0	35.0	36.0	36.0	36.0	36.0	36.0
	178.0	178.0	172.0	172.0	175.0	175.0	175.0	176.0	176.0
Total Transportation	193.0	193.0	187.0	187.0	191.0	192.0	193.0	193.0	194.0
Maintenance administration	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0
Facilities	5.0	5.0	5.0	5.0	5.0	5.0	5.0	6.0	6.0
Mechanic, Level V	10.0	10.0	10.0	10.0	10.0	10.0	10.0	11.0	11.0
Mechanic, Level IV	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0
Mechanic, Level III	4.0	4.0	4.0	4.0	4.0	4.0	4.0	3.0	4.0
Mechanic, Level II	7.0	7.0	7.0	7.0	7.0	7.0	7.0	5.0	7.0
Mechanic, Level I	2.0	2.0	2.0	2.0	2.0	2.0	2.0	3.0	2.0
Street Maintenance	1.0	1.0	1.0	1.0	1.0	1.0	1.0	3.0	1.0
Bus service workers	10.0	10.0	10.0	10.0	10.0	10.0	10.0	0.0	10.0
	29.0	29.0	29.0	29.0	29.0	30.0	29.0	29.0	29.0
Total Maintenance	39.0	39.0	39.0	39.0	39.0	40.0	40.0	40.0	40.0
General Administration	5.5	5.5	4.5	4.0	3.0	3.0	3.0	3.0	3.0
Stores & Procurement	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Stores workers	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Finance	6.0	6.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0
Human Resources	3.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Marketing	3.0	3.0	3.0	2.0	2.0	2.0	2.0	2.0	2.0
Customer service	6.5	6.5	6.5	6.0	6.0	6.0	6.0	6.0	6.0
IT	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Planning/Scheduling	5.0	4.0	5.0	6.0	6.0	6.0	6.0	6.0	6.0
Subtotal in full time equivalents	34.0	32.0	31.0	30.0	29.0	29.0	29.0	29.0	29.0
Fixed Route Operations	266.0	264.0	257.0	256.0	259.0	261.0	262.0	263.0	263.0
Paratransit	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Total Operations	268.0	266.0	259.0	258.0	261.0	263.0	264.0	265.0	265.0

CENTRAL CONTRA COSTA TRANSIT AUTHORITY
FY2015 CAPITAL PROGRAM

	Funding Source					Prior yr Local	Total
	Fed	State Bridge Tolls	State Bonds	To Be Determined	Local		
Revenue Fleet (31 Fixed route buses; 3 Paratransit vans)	\$ 16,202,677	\$ 1,555,545	\$ 2,067,337			\$ 297,919	\$ 20,123,478
Facility Maintenance and Modernization			1,115,000				\$ 1,115,000
Signage and Street Amenities				500,000			\$ 500,000
Non Revenue Fleet							\$ -
Tools & Maintenance Equipment					328,000	220,000	\$ 220,000
IT Equipment/Software					50,000		\$ 328,000
Furniture & Office Equipment							\$ 50,000
Total	16,202,677	1,555,545	3,182,337	500,000	378,000	517,919	\$ 22,336,478

CENTRAL CONTRA COSTA TRANSIT AUTHORITY
CAPITAL PROGRAM
In \$Thousands

	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	Total
Programs												
Non Revenue Fleet	180	111	0	66	163	78	0	369	137	0	0	1,104
Revenue Fleet	4,468	17,952	20,123	0	3,728	782	761	0	0	30,024	600	78,437
Facility Maintenance & Modernization	503	855	1,115	2,465	0	0	0	0	8	0	500	5,446
Signage and Street Amenities	0	0	500	0	0	0	500	0	0	0	0	1,500
Information Technology	55	365	328	250	80	80	85	85	55	85	75	1,543
Maintenance Equipment & Tools	0	120	220	257	165	100	275	65	50	50	50	1,352
Office Furniture and Equipment	0	0	50	116	50	123	50	70	80	80	80	699
Total Capital Program	5,206	19,403	22,336	3,154	4,186	1,163	1,671	589	330	30,239	1,805	90,081
Total Fixed-Route	4,505	19,403	21,978	3,154	458	381	910	589	330	25,710	1,205	78,623
Total Paratransit	701	-	359	-	3,728	782	761	-	-	4,528	600	11,459
	\$ 5,206	\$ 19,403	\$ 22,336	\$ 3,154	\$ 4,186	\$ 1,163	\$ 1,671	\$ 589	\$ 330	\$ 30,239	\$ 1,805	\$ 90,081

Funding Source	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	Total
Fed 5307	3,622	14,480	16,203	-	3,094	649	632	-	-	-	-	63,490
Transportation Development Act	235	1,959	378	3,154	458	381	410	589	330	24,323	488	63,490
State Transportation bonds	883	1,091	3,182	-	346	72	71	-	-	2,683	771	11,348
Lifeline- 1B pop based bonds	-	485	-	-	-	-	-	-	-	911	-	6,567
State Transportation- 1B security	117	-	-	-	-	-	-	-	-	-	-	485
Bridge Toll Revenue	349	1,388	1,556	-	288	60	59	-	-	2,321	46	117
Carryover of Prior yrs funding	-	-	518	-	-	-	-	-	-	-	-	6,067
To be Determined	-	-	500	-	-	-	500	-	-	-	-	518
Total Capital Revenue	5,206	19,403	22,336	3,154	4,186	1,163	1,671	589	330	30,239	1,805	90,081
Revenue Fleet replacements	7	33	31	-	42	6	4	-	-	40	6	111
# Fixed Route vehicles	10	-	3	-	-	-	-	-	-	45	-	111
# Paratransit vehicles	-	-	-	-	-	-	-	-	-	-	-	116

CENTRAL CONTRA COSTA TRANSIT AUTHORITY
TEN YEAR FORECAST *In \$ Thousands*

	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023
Revenue Hours											
1 Passenger Fares	213,624	213,624	213,624	213,624	213,624	213,624	213,624	213,624	213,624	213,624	213,624
2 Special Fares	3,580	3,434	3,564	3,991	4,071	4,152	4,651	4,744	4,839	5,419	5,528
3 Advertising	1,062	1,134	1,249	1,274	1,299	1,325	1,351	1,379	1,406	1,434	1,463
4 Investment & Other	575	587	592	607	622	638	654	670	687	704	722
5 FTA Sec 8 Planning	152	120	120	120	120	120	120	120	120	120	120
6 FTA Preventive Maintenance	30	-	30	30	30	30	30	30	30	30	30
7 Other state grants	2,002	520	-	368	375	382	390	398	406	414	422
8 STA Population	-	117	117	117	117	117	117	117	117	117	117
9 TDA 4.0	2,652	2,150	2,069	2,120	2,173	2,228	2,283	2,340	2,399	2,459	2,520
10 Measure J	10,266	14,615	16,826	16,126	16,455	17,117	17,355	17,773	18,315	18,277	18,660
11 BART Express Funds	3,792	4,121	4,011	4,173	4,341	4,516	4,698	4,911	5,134	5,367	5,611
12 Dougherty Valley dev fees/other	604	651	698	719	740	762	785	809	833	858	884
13 Other Local Grants	-	-	-	100	150	150	150	164	-	-	-
14 RM2/Meas J - Express	170	66	159	145	145	145	145	145	145	145	145
15 Lifeline-CC County	145	145	145	145	145	145	145	145	145	145	145
16 Total Fixed Route Operating Revenue	25,715	27,684	29,579	29,859	30,639	31,653	32,729	33,569	34,430	35,314	36,221
17 Operating Expenses w/o contingency	25,715	27,684	29,079	29,859	30,639	31,653	32,729	33,569	34,430	35,314	36,221
18 % increase in expenses		7.7%	5.0%	2.7%	2.6%	3.3%	3.4%	2.6%	2.6%	2.6%	2.6%
18 Operating expense contingency			\$ 500								
19 Total Fixed Route Operating Expenses	25,715	27,684	29,579	29,859	30,639	31,653	32,729	33,569	34,430	35,314	36,221
Revenue Hours											
20 Passenger Fares	82,000	82,000	82,000	82,000	82,000	82,000	82,000	82,000	82,000	82,000	82,000
21 Non-Operating revenue	478	583	535	610	622	635	723	738	753	858	875
22 FTA Section 5307											
23 TDA 4.5	667	1,414	1,546	1,433	1,462	1,491	1,521	1,551	1,582	1,614	1,646
24 TDA 4.0	638	858	766	789	813	837	862	888	915	942	971
25 Measure J	809	0	0	91	106	120	60	66	72	(12)	(8)
26 STA Paratransit & Rev based	1,170	1,308	1,266	1,317	1,370	1,425	1,483	1,550	1,620	1,694	1,771
27 Bart ADA service	1,177	916	1,114	1,142	1,171	1,200	1,230	1,261	1,292	1,325	1,358
28 Total Paratransit Operating Revenue	186	174	177	183	188	194	200	206	212	218	225
29 Total Paratransit Operating Expenses	5,125	5,254	5,404	5,566	5,732	5,902	6,079	6,260	6,446	6,639	6,837
% increase in expenses		2.5%	2.9%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
30 Total CCCTA Operating Budget	\$ 30,841	\$ 32,938	\$ 34,984	\$ 35,425	\$ 36,370	\$ 37,556	\$ 38,808	\$ 39,829	\$ 40,877	\$ 41,953	\$ 43,058

CENTRAL CONTRA COSTA TRANSIT AUTHORITY
TEN YEAR FORECAST In \$ Thousands

	FY2013	FY2014	FY2015	FY2016	FY2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
31 Capital Revenue											
32 Federal	\$ 3,622	\$ 14,480	\$ 16,203	\$ -	\$ 3,094	\$ 649	\$ 632	\$ -	\$ -	\$ 24,323	\$ 488
33 Transportation Development Act Prop 1B bonds	235	1,959	378	3,154	458	381	410	589	330	2,683	771
34 Lifeline- 1B pop based bonds	883	1,091	3,182	0	346	72	71	0	0	911	0
35 State Transportation- 1B security	0	485	0	0	0	0	0	0	0	0	0
36 Bridge Toll revenues	117	0	0	0	0	0	0	0	0	0	0
37 Carryover of unused prior year funding	349	1,388	1,556	0	288	60	59	0	0	2,321	46
38 To be determined	0	0	518	0	0	0	0	0	0	0	0
39 Total Capital Revenue	\$ 5,206	\$ 19,403	\$ 22,336	\$ 3,154	\$ 4,186	\$ 1,163	\$ 1,671	\$ 589	\$ 330	\$ 30,239	\$ 1,805
40											
41 Capital Projects	\$ 5,206	\$ 19,403	\$ 22,336	\$ 3,154	\$ 4,186	\$ 1,163	\$ 1,671	\$ 589	\$ 330	\$ 30,239	\$ 1,805

CENTRAL CONTRA COSTA TRANSIT AUTHORITY

TDA RESERVE In \$ Thousands

	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	
42 Beginning Balance	\$ 8,695	\$ 12,421	\$ 11,216	\$ 10,453	\$ 8,016	\$ 8,439	\$ 8,786	\$ 9,466	\$ 10,098	\$ 11,012	\$ 10,284	
43 Estimated TDA 4.0 Allocation	\$ 15,036	\$ 15,368	\$ 16,441	\$ 16,934	\$ 17,442	\$ 17,965	\$ 18,504	\$ 19,059	\$ 19,631	\$ 20,220	\$ 20,827	
		2.21%	6.98%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	
TDA 4.0 Needed for Operations and Capital:												
44 Used for Fixed route operations	(10,266)	(14,615)	(16,826)	(16,126)	(16,455)	(17,117)	(17,355)	(17,772)	(18,315)	(18,277)	(18,660)	
45 Used for Paratransit operations	(809)	-	(0)	(91)	(106)	(120)	(60)	(66)	(72)	12	8	
46 TDA used for Operations	(11,075)	(14,615)	(16,826)	(16,217)	(16,561)	(17,238)	(17,414)	(17,839)	(18,387)	(18,264)	(18,651)	
47 Used for capital program	(235)	(1,959)	(378)	(3,154)	(458)	(381)	(410)	(589)	(330)	(2,683)	(771)	
48 Ending TDA Reserve	\$ 12,421	\$ 11,216	\$ 10,453	\$ 8,016	\$ 8,439	\$ 8,786	\$ 9,466	\$ 10,098	\$ 11,012	\$ 10,284	\$ 11,689	

Number Of Months of Operating Expenses in Reserve

	4.8	4.1	3.6	2.7	2.8	2.8	2.9	3.0	3.2	2.9	3.3
Percentage of operating budget	40%	34%	30%	23%	23%	23%	24%	25%	27%	25%	27%

CENTRAL CONTRA COSTA TRANSIT AUTHORITY

DETAILED BUDGET

	FY 2013 ACT	Est/Act FY 2014	FY 2014 Budget	Over (Under)	FY 2015 Budget	Over (Under) FY 2014 Est/Actual	
FIXED ROUTE							
Wages, Operators	7,123,048	7,372,900	7,193,500	179,400	7,520,300	147,400	
Wages, Operator/trainer	103,529	125,000	125,000	-	127,500	2,500	
Wages, Trans Admin	876,106	1,022,522	994,900	27,622	1,068,917	46,395	
Wages, Scheduling	112,471	113,417	110,200	3,217	117,301	3,884	
Wages, Maint Admin	394,299	401,931	385,600	16,331	396,461	(5,470)	
Wages, Building Maint.	250,584	261,014	262,500	(1,486)	282,977	21,963	
Wages, Customer Service	325,398	334,640	342,700	(8,060)	352,374	17,734	
Wages, Promotion	131,167	126,625	130,600	(3,975)	131,843	5,218	
Wages, EE Services	146,251	148,040	142,900	5,140	146,644	(1,396)	
Wages, Finance	368,915	336,107	339,600	(3,493)	351,008	14,901	
Wages, Safety & Trng	143,293	138,378	137,100	1,278	138,378	-	
Wages, General Admin	414,225	373,721	410,200	(36,479)	392,229	18,508	
Salaried Pool	-	-	36,000	(36,000)	50,372	50,372	
Performance based Comp Pool	-	-	40,000	(40,000)	40,000	40,000	
Wages, Admin Bonus	1,650	-	26,400	(3,900)	26,400	3,900	
Wages, Board	20,400	22,500	394,600	(3,028)	408,077	16,505	
Wages, Planning	403,343	391,572	432,540	(94,052)	396,341	57,853	
Wages, Service Workers	351,453	338,488	4,000	(4,000)	-	-	
Wages, Serv Wrkr Bonus	-	-	967,728	(127,307)	977,847	137,426	
Wages, Mechanics	922,414	840,421	4,650	350	4,650	(350)	
Wages, Mechanic Bonus	5,000	5,000	4,650	350	4,650	(350)	
Total Wages	12,093,546	12,352,276	12,480,718	(128,442)	12,929,619	577,343	5%
Sick, Operators	293,973	298,400	292,500	5,900	304,300	5,900	
Sick, Trans Admin	28,940	19,657	23,300	(3,643)	24,103	4,446	
Sick, Scheduling	836	2,525	2,500	25	2,752	227	
Sick, Maint Admin	6,684	3,631	9,600	(5,969)	9,433	5,802	
Sick, Building Maint.	18,723	22,676	6,100	16,576	6,345	(16,331)	
Sick, Customer Svc	7,740	14,397	5,600	8,797	6,577	(7,820)	
Sick, Promotion	3,208	5,578	3,200	2,378	3,139	(2,439)	
Sick, EE Services	1,429	884	3,600	(2,716)	3,491	2,607	
Sick, Finance	7,155	13,411	8,400	5,011	8,344	(5,067)	
Sick, Safety & Trng	576	3,999	3,400	599	3,999	-	
Sick, General Admin	2,912	5,263	10,200	(4,937)	9,193	3,930	
Sick, Planning	6,028	22,422	9,700	12,722	9,626	(12,796)	
Sick, Service Workers	2,413	2,500	6,000	(3,500)	5,449	2,949	

CENTRAL CONTRA COSTA TRANSIT AUTHORITY

DETAILED BUDGET

	FY 2013 ACT	Est/Act FY 2014	FY 2014 Budget	Over (Under)	FY 2015 Budget	Over (Under) FY 2014 Est/Actual
Sick, Mechanics	19,200	33,966	23,600	10,366	23,605	(10,361)
Total Sick Pay	399,817	449,309	407,700	41,609	420,356	(28,953)
Holiday, Operators	358,284	354,400	358,700	(4,300)	361,500	7,100
Holiday, Trans Admin	41,313	42,139	50,600	(8,461)	54,533	12,394
Holiday, Scheduling	4,701	4,795	5,800	(1,005)	6,227	1,432
Holiday, Maint Admin	16,690	17,024	20,800	(3,776)	21,342	4,318
Holiday, Building Maint.	12,762	13,017	14,300	(1,283)	14,293	1,276
Holiday, Customer Svc	9,327	9,514	12,200	(2,686)	14,880	5,366
Holiday, Promotion	7,092	7,234	9,200	(1,966)	7,102	(132)
Holiday, EE Services	6,003	6,123	10,100	(3,977)	7,898	1,775
Holiday, Finance	17,869	18,226	19,400	(1,174)	18,879	653
Holiday, Safety & Trng	7,811	7,967	11,200	(3,233)	7,967	-
Holiday, General Admin	23,977	24,457	24,500	(43)	16,826	(7,631)
Holiday, Planning	20,016	20,416	21,100	(684)	21,778	1,362
Holiday, Service Workers	16,922	14,187	21,255	(7,068)	19,379	5,192
Holiday, Mechanics	47,059	34,167	55,080	(20,913)	51,966	17,799
Total Holiday Pay	589,826	573,666	634,235	(60,569)	624,570	50,904
Vacation, Operators	578,071	504,700	515,800	(11,100)	514,800	10,100
Vacation, Trans Admin	77,116	78,658	74,300	4,358	81,156	2,498
Vacation, Scheduling	8,775	8,951	7,800	1,151	8,313	(638)
Vacation, Maint Admin	37,611	33,840	33,100	740	34,065	225
Vacation, Building Maint.	18,952	19,331	18,000	1,331	19,648	317
Vacation, Customer Svc	18,538	18,909	20,000	(1,091)	18,201	(708)
Vacation, Promotion	12,846	13,103	11,300	1,803	11,417	(1,686)
Vacation, EE Services	13,872	14,149	12,400	1,749	12,682	(1,467)
Vacation, Finance	31,832	32,469	28,900	3,569	29,826	(2,643)
Vacation, Safety & Trng	14,015	15,795	12,400	3,395	15,795	-
Vacation, General Admin	39,786	40,582	36,000	4,582	31,507	(9,075)
Vacation, Planning	32,621	33,273	30,200	3,073	31,236	(2,037)
Vacation, Service Wrks	29,239	19,934	27,000	(7,066)	23,972	4,038
Vacation, Mechanics	83,224	67,905	78,900	(10,995)	70,197	2,292
Total Accrued Vacation	996,498	901,599	906,100	(4,501)	902,815	1,216
						0%
Abs Pay, Operators	50,209	71,500	52,400	19,100	72,900	1,400
Abs Pay, Trans Admin	2,450	309	2,200	(1,891)	2,834	2,525

CENTRAL CONTRA COSTA TRANSIT AUTHORITY
DETAILED BUDGET

	FY 2013 ACT	Est/Act FY 2014	FY 2014 Budget	Over (Under)	FY 2015 Budget	Over (Under) FY 2014 Est/Actual	
Abs Pay, Scheduling	672	-	300	(300)	324	324	
Abs Pay, Maint Admin	989	-	900	(900)	1,110	1,110	
Abs Pay, Building Maint.	-	-	600	(600)	746	746	
Abs Pay, Customer Svc	221	1,918	500	1,418	530	(1,388)	
Abs Pay, Promotion	-	-	300	(300)	369	369	
Abs Pay, EE Services	1,183	-	300	(300)	411	411	
Abs Pay, Finance	3,138	3,050	800	2,250	981	(2,069)	
Abs Pay, Safety & Trng	-	-	300	(300)	-	-	
Abs Pay, General Admin	1,204	1,090	1,000	90	875	(215)	
Abs Pay, Planning	242	-	900	(900)	1,132	1,132	
Separation Pay/Benefits	-	-	-	-	-	-	
Abs Pay, Service Wrkrs	-	300	414	(114)	377	77	
Abs Pay, Mechanics	-	400	449	(49)	450	50	
Total Absence Pay	60,308	78,567	61,363	17,204	83,039	4,472	6%
Total Compensation	14,139,995	14,355,417	14,490,116	(134,699)	14,960,399	604,982	4%
FICA, Operators	105,831	122,700	109,800	12,900	125,200	2,500	
FICA, Trans Admin	12,008	15,773	15,403	370	17,857	2,085	
FICA, Scheduling	1,640	1,881	1,837	44	1,956	75	
FICA, Maint Admin	1,976	1,999	1,983	16	2,004	5	
FICA, Building Maint.	5,380	4,828	4,169	659	4,510	(318)	
FICA, Customer Service	5,532	5,526	5,526	-	5,692	166	
FICA, Promotion	2,203	2,212	2,212	-	2,231	19	
FICA, EE Services	2,487	2,419	2,419	-	2,481	62	
FICA, Finance	4,635	4,857	4,783	74	4,975	118	
FICA, General Admin	6,017	6,461	6,461	-	7,953	1,492	
FICA, Board Members	1,561	2,020	2,020	-	2,020	(0)	
FICA, Planning	6,665	6,619	6,619	-	6,842	223	
FICA, Service Workers	5,079	6,479	6,479	-	5,855	(624)	
FICA, Mechanics	11,446	12,679	12,679	-	13,546	867	
Total FICA/Medicare	172,460	196,453	182,390	14,063	203,123	6,670	3%
PERS-RET, Operators	639,108	809,834	804,900	4,934	824,282	14,447	
PERS-RET, Trans Admin	89,523	126,881	130,526	(3,645)	134,877	7,996	
PERS-RET, Scheduling	10,077	14,165	13,707	458	14,489	324	
PERS-RET, Maint Admin	51,772	65,106	62,390	2,716	66,593	1,487	
PERS-RET, Bldg Maint.	24,706	36,067	33,844	2,223	36,891	824	
PERS-RET, Cstmr Svc	34,238	41,539	41,242	297	42,487	949	
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CENTRAL CONTRA COSTA TRANSIT AUTHORITY

DETAILED BUDGET

	FY 2013 ACT	Est/Act FY 2014	FY 2014 Budget	Over (Under)	FY 2015 Budget	Over (Under) FY 2014 Est/Actual
PERS-RET, Promotion	16,830	20,674	19,984	690	21,146	472
PERS-RET, EE Services	17,532	22,723	21,711	1,012	23,242	519
PERS-RET, Finance	43,418	52,258	50,222	2,036	53,452	1,194
PERS-RET, Sfty & Trng	19,066	23,823	23,005	818	24,367	544
PERS-RET, Gen Admin	51,586	62,959	67,892	(4,933)	64,397	1,438
PERS-RET, Planning	47,222	58,389	59,588	(1,199)	59,723	1,334
GM-457 Retirement	7,788	14,500	7,500	7,000	14,500	0
PERS-RET, Service Wrkr	31,520	38,416	51,393	(12,977)	44,522	6,105
PERS-RET, Mechanics	88,827	102,676	121,476	(18,800)	119,700	17,024
Total Retirement	1,173,213	1,490,010	1,509,380	(19,370)	1,544,667	54,656
Medical, Operators	699,429	689,997	682,900	7,097	689,997	-
Medical, Trans Admin	83,503	83,155	84,800	(1,645)	83,155	-
Medical, Scheduling	16,757	16,754	16,800	(46)	16,754	-
Medical, Maint Admin	15,466	15,182	15,500	(318)	15,182	-
Medical, Building Maint	41,694	51,511	37,900	13,611	51,511	-
Medical, Customer Svc	9,039	8,198	7,300	898	8,198	-
Medical, Promotion	9,477	7,897	9,500	(1,603)	7,897	-
Medical, EE Services		-	0	-	0	-
Medical, Finance	34,221	34,621	34,600	21	34,621	-
Medical, Safety & Trng	7,900	7,594	7,900	(306)	7,594	-
Medical, General Admin	54,821	60,625	54,400	6,225	60,625	-
Medical, Retirees	115,706	124,538	136,200	(11,662)	136,992	12,454
Medical, Planning	28,353	28,762	28,800	(38)	28,762	-
Medical, Service Workers	131,142	150,000	142,300	7,700	158,877	8,877
Medical, Mechanics	260,519	250,246	284,600	(34,354)	301,866	51,620
Medical Admin Charge	6,694	10,360	7,400	2,960	11,000	640
OPEB benefits	382,000	337,697	207,900	129,797	340,265	2,568
Total Medical	1,896,721	1,877,137	1,758,800	118,337	1,953,296	76,159
Dental, Operators	219,343	235,533	219,200	16,333	241,421	5,888
Dental, Trans Admin	21,499	24,648	21,800	2,848	25,387	739
Dental, Scheduling	3,174	3,258	3,300	(42)	3,356	98
Dental, Maint Admin	5,069	5,268	5,300	(32)	5,426	158
Dental, Building Maint	7,313	8,250	6,700	1,550	8,498	248
Dental, Customer Svc	8,518	7,077	8,800	(1,723)	7,289	212
Dental, Promotion	1,857	1,511	2,100	(589)	1,556	45
Dental, EE Services	2,640	2,729	2,700	29	2,811	82
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CENTRAL CONTRA COSTA TRANSIT AUTHORITY

DETAILED BUDGET

	FY 2013 ACT	Est/Act FY 2014	FY 2014 Budget	Over (Under)	FY 2015 Budget	Over (Under) FY 2014 Est/Actual
Dental, Finance	5,540	5,769	5,700	69	5,942	173
Dental, Safety & Trng	1,361	1,382	1,400	(18)	1,423	41
Dental, General Admin	4,637	5,288	4,600	688	5,447	159
Dental, Planning	7,309	7,469	7,900	(431)	7,693	224
Total Dental	288,260	308,182	289,500	18,682	316,250	8,068
						3%
W/C, Operators	280,034	498,882	451,100	47,782	513,848	14,966
W/C, Trans Admin	30,377	53,969	48,800	5,169	55,588	1,619
W/C, Scheduling	2,337	5,087	4,600	487	5,240	153
W/C, Maint Admin	12,613	23,999	21,700	2,299	24,718	720
W/C, Building Maint.	8,304	11,944	10,800	1,144	12,302	358
W/C, Customer Svc	16,046	27,980	25,300	2,680	28,819	839
W/C, Promotion	8,026	14,045	12,700	1,345	14,467	421
W/C, EE Services	8,026	14,045	12,700	1,345	14,467	421
W/C, Finance	12,613	23,999	21,700	2,299	24,718	720
W/C, Safety & Trng	8,026	14,045	12,700	1,345	14,467	421
W/C, General Admin	14,330	25,989	23,500	2,489	26,769	780
W/C, Planning	14,074	21,013	19,000	2,013	21,643	630
W/C, Service Workers	21,256	41,030	37,100	3,930	42,261	1,231
W/C, Mechanics	70,493	123,974	112,100	11,874	127,693	3,719
Total Workers Comp	506,555	900,000	813,800	86,200	927,000	27,000
						3%
Life, Operators	60,765	67,212	63,000	4,212	68,892	1,680
Life, Trans Admin	6,895	7,436	7,000	436	7,622	186
Life, Scheduling	921	863	1,000	(137)	885	22
Life, Maint Admin	3,655	6,637	3,700	2,937	6,803	166
Life, Building Maint.	2,357	2,506	2,400	106	2,569	63
Life, Customer Svc	2,527	3,021	2,600	421	3,097	76
Life, Promotion	1,261	1,274	1,200	74	1,306	32
Life, EE Services	1,351	1,374	1,300	74	1,408	34
Life, Finance	3,000	2,858	3,000	(142)	2,929	71
Life, Safety & Trng	1,082	1,008	1,100	(92)	1,033	25
Life, General Admin	2,201	2,951	2,300	651	3,025	74
Life, Planning	3,793	3,627	4,200	(573)	3,718	91
Total Life Insurance	89,808	100,767	92,800	7,967	103,286	2,519
						2%
SUI, Operators	81,099	81,810	76,000	5,810	82,600	790

CENTRAL CONTRA COSTA TRANSIT AUTHORITY

DETAILED BUDGET

	FY 2013 ACT	Est/Act FY 2014	FY 2014 Budget	Over (Under)	FY 2015 Budget	Over (Under) FY 2014 Est/Actual
SUI, Trans Admin	5,777	6,200	6,510	(310)	6,944	744
SUI, Scheduling	868	868	868	-	868	-
SUI, Maint Admn	2,170	2,170	2,170	-	2,170	-
SUI, Building Maint	2,604	2,170	2,170	-	1,736	(434)
SUI, Customer Svc	3,423	3,472	3,472	-	3,472	-
SUI, Promotion	868	868	868	-	868	-
SUI, Safety & Trng	868	868	868	-	868	-
SUI, General Admn	2,219	2,604	2,170	434	2,604	-
SUI, EE Services	868	868	868	-	868	-
SUI, Finance	3,038	2,190	2,604	(414)	2,170	(20)
SUI, Planning	2,466	2,604	2,604	-	2,604	-
SUI, Service Workers	4,174	4,774	4,774	-	4,340	(434)
SUI, Mechanics	7,812	8,246	8,246	-	8,246	-
Total SUI	118,254	119,712	114,192	5,520	120,358	646
Operator Uniforms	40,984	48,000	48,000	-	48,000	-
Uniforms - Maint. Pers.	11,259	14,500	14,500	-	14,000	(500)
Total Uniforms	52,243	62,500	62,500	-	62,000	(500)
Operator Medical Exams	10,322	8,820	12,000	(3,180)	10,000	1,180
Emp Assistance Prog.	15,165	7,886	15,000	(7,114)	14,000	6,114
Cafeteria Plan- Admn	234,628	225,176	290,300	(65,124)	266,234	41,058
Other Fringe		15,793	-	15,793	-	(15,793)
Cafeteria Plan-ATU	551,131	922,527	783,500	139,027	950,832	28,305
Mechanic Tool Allowance	13,752	12,323	14,000	(1,677)	14,500	2,177
Wellness Program	20,465	13,699	23,100	(9,401)	18,000	4,301
Substance Abuse Prog.	7,089	7,691	8,500	(809)	8,500	809
Ergonomics/W/C Prog		-	1	(1)	-	-
Total Other Benefits	852,552	1,213,915	1,146,401	67,514	1,282,066	68,151
Total Benefits	7,196,515	8,271,817	7,979,161	292,656	8,542,826	271,009
Total Wages and Benefits	19,290,061	20,624,093	20,459,879	164,214	21,472,445	848,352
Management Services	40	35,000	35,000	-	35,000	-
Agency Fees	100	300	300	-	300	-
In-Service Monitoring	-	6,000	6,000	-	6,000	-
Mobility Services	19,027	30,400	30,400	-	31,300	900
Schedules/Graphics	45,643	65,730	70,000	(4,270)	70,000	4,270

CENTRAL CONTRA COSTA TRANSIT AUTHORITY

DETAILED BUDGET

	FY 2013 ACT	Est/Act FY 2014	FY 2014 Budget	Over (Under)	FY 2015 Budget	Over (Under) FY 2014 Est/Actual
Promotions	173,073	179,981	180,000	(19)	200,000	20,019
Recruitment	16,002	9,998	10,000	(2)	10,000	2
Legal Fees	347,295	310,000	330,000	(20,000)	330,000	20,000
Financial services	-	12,000	14,000	(2,000)	-	(12,000)
Auditor Fees	39,500	40,500	43,000	(2,500)	43,000	2,500
Freight In and Out	6,757	7,500	7,500	-	7,000	(500)
Bid and Hearing Notices	615	1,000	1,000	-	1,000	-
Service Development	11,682	40,000	40,000	-	40,000	-
Trans. Printing/Reproduc.	3,745	5,000	5,000	-	5,000	-
Payroll Services	47,925	55,000	48,000	7,000	55,000	-
Retail service charge	-	-	-	-	-	-
Bank service charge	84	70	100	(30)	100	30
Commuter check process fee	232	160	160	-	160	-
Pay PERS file upload	591	-	-	-	-	-
Special Planning- reimb expenses	183,151	126,233	-	114,233	-	(126,233)
Temporary Help-All depts	3,993	20,542	12,000	20,542	20,000	(542)
Temp Help-Shop	12,547	701	-	701	-	(701)
Temporary Help-Transportation	-	-	2,000	(2,000)	-	-
Temp Help-Tran Admin	-	2,000	-	2,000	2,000	-
Temporary Help-Finance	-	-	-	-	-	-
Temporary Help-Planning	-	-	-	-	-	-
Temporary Help-HR	-	-	-	-	-	-
Temporary Help-Scheduling	-	-	-	-	0	-
Temporary Help-IT	-	-	-	-	-	-
Temp Help-training	-	-	-	-	-	-
SVR-Differential/Radiator	56,230	41,767	42,000	(233)	47,500	5,733
SVR-Transmission	101,403	121,582	120,000	1,582	85,000	(36,582)
SVR-Upholstery/Glass	6,003	27,450	32,000	(4,550)	30,000	2,550
SVR-Towing	15,040	13,000	13,000	-	18,400	5,400
SVR-Engine Repair	139,504	134,000	170,000	(36,000)	84,000	(50,000)
SVR-Body Repair	96,751	104,655	105,000	(345)	105,000	345
Emission controls	53,976	80,050	88,800	(8,750)	92,000	11,950
Phone Maint. Services	8,313	8,313	10,000	(1,687)	10,000	1,687
Support Vehicle maint	16,722	20,156	21,500	(1,344)	21,500	1,344
IT Supplies/replacements	9,549	13,906	18,000	(4,094)	18,000	4,094
Clever Devices/trideck maint	159,428	163,107	159,500	3,607	172,234	9,127
Office Equipment Maint.	14,353	19,477	20,000	(523)	20,000	523

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY
DETAILED BUDGET**

	FY 2013 ACT	Est/Act FY 2014	FY 2014 Budget	Over (Under)	FY 2015 Budget	Over (Under) FY 2014 Est/Actual
Building Maint. Service	36,905	75,952	78,800	(2,848)	78,000	2,048
Trapeze maintenance		-	-		-	-
Landscape Service	48,361	86,414	61,200	25,214	80,000	(6,414)
IT Contracts	112,555	115,125	125,000	(9,875)	125,000	9,875
Radio Maint. Service	16,323	7,336	7,500	(164)	11,500	4,164
Software Svc-Graphics	-	-	-	-	-	-
Facility Maint.	-	-	-	-	-	-
IT Consulting	-	6,500	10,000	(3,500)	10,000	3,500
Other Equip Maint	-	-	-	-	-	-
RED Support Expense	-	14,105	15,000	(895)	15,000	895
Real Time Bus maintenance service	26,895	-	117,000	(117,000)	-	-
Contract Cleaning Service	2,260	2,260	-	2,260	2,300	40
Waste Removal	11,265	12,236	12,600	(364)	13,200	964
Hazardous Waste	96,317	82,476	78,750	3,726	82,500	24
Armored Transport	18,156	15,972	21,000	(5,028)	21,000	5,028
Fire Monitoring	3,405	4,004	5,000	(996)	4,000	(4)
Security Services	75,940	83,965	84,000	(35)	84,000	35
Other Services	2,945	4,000	3,500	500	4,000	-
Total Services	2,040,601	2,205,923	2,253,610	(47,687)	2,089,994	(115,929)
						-5%
Diesel Fuel	2,030,390	2,200,000	2,573,748	(373,748)	2,575,000	375,000
Oils and Lubricants	66,966	67,663	66,900	763	70,000	2,337
Gasoline	35,085	32,005	33,000	(995)	35,350	3,345
CNG Alternative Fuel	-	-	-	-	-	-
Tires and Tubes	214,068	218,486	218,524	(38)	231,362	12,876
Safety Supply	7,923	9,560	4,400	5,160	5,500	(4,060)
Transportation Supplies	17,206	12,500	12,500	-	12,500	-
BART Relief Tickets	38,763	48,000	55,000	(7,000)	55,000	7,000
CSS-Soaps	11,677	13,551	14,000	(449)	14,000	449
CSS-Solvents	-	5,000	5,000	-	5,000	-
CSS-Cleaning	4,633	6,111	6,695	(584)	6,200	89
CSS-Safety	5,933	7,045	7,000	45	7,000	(45)
CSS-Antifreeze	3,641	5,261	5,000	261	5,600	339
CSS-Gases	4,187	6,192	8,000	(1,808)	7,000	808
CSS-Misc	-	-	-	-	-	-
Oil Analysis	9,000	18,000	18,000	-	18,000	-

CENTRAL CONTRA COSTA TRANSIT AUTHORITY

DETAILED BUDGET

	FY 2013 ACT	Est/Act FY 2014	FY 2014 Budget	Over (Under)	FY 2015 Budget	Over (Under) FY 2014 Est/Actual	
Equipment/Garage Exp.	18,077	22,997	25,000	(2,003)	25,000	2,003	
Coach Repair Parts	528,792	607,373	614,911	(7,538)	698,423	91,050	
Shelter/Bus Stop Supply	5,292	11,000	25,000	(14,000)	15,000	4,000	
Radio Maint Supply	-	1,337	15,000	(13,663)	-	(1,337)	
Janitorial Supplies	21,475	17,460	17,500	(40)	17,500	40	
Lighting Supply	2,282	6,005	10,000	(3,995)	7,000	995	
Building Repair Supply	34,397	37,831	37,560	271	40,000	2,169	
Landscape Supply	6,126	5,000	5,000	-	10,000	5,000	
Tickets, Passes, Xfrs	24,098	17,088	18,000	(912)	29,000	11,912	
Supplies - Offsites	1,519	1,675	2,000	(325)	2,000	325	
Personnel Office Supply	200	500	1,000	(500)	1,000	500	
Computer Supplies	4,485	750	-	750	-	(750)	
Office Supplies-Administration	14,861	15,000	15,000	-	15,000	-	
Office Supplies-2nd Floor	-	-	-	-	-	-	
Office Supplies-Maint.	1,736	3,080	3,500	(420)	3,500	420	
Postage	9,057	11,000	12,000	(1,000)	12,000	1,000	
Obsolete Parts Write-Off	517	701	-	701	-	(701)	
Safety Contingency Plans	2,064	1,156	5,000	(3,844)	4,000	2,844	
Training Supply	3,723	57	6,000	(5,943)	-	(57)	
Contracts & Grants Supply	1,453	5,593	6,000	(407)	6,000	407	
Supplies- IC	3,335	6,215	7,000	(785)	7,000	785	
Repair parts-grant exp	1,315	25,000	-	25,000	25,000	-	
Total Materials & Supplies	3,134,276	3,446,192	3,853,238	(407,046)	3,964,935	518,743	15%
Telephone Svc - TC	-	-	-	-	-	-	
Pacific Gas and Electric	179,648	185,000	188,000	(3,000)	188,000	3,000	
Telephone Svc - Concord	20,116	21,204	25,000	(3,796)	25,000	3,796	
Contra Costa Water District	21,652	22,000	20,000	2,000	24,000	2,000	
Telephone-Cellular	64,395	69,225	85,000	(15,775)	85,000	15,775	
Total Utilities	285,811	297,429	318,000	(20,571)	322,000	24,571	8%
Physical Damage	89,112	99,509	89,001	10,508	103,489	3,980	
Property Premiums	37,561	41,678	48,200	(6,522)	43,345	1,667	
Other Premiums	10,325	9,463	8,700	763	9,842	379	
UST Insurance	9,148	9,444	10,000	(556)	9,822	378	

CENTRAL CONTRA COSTA TRANSIT AUTHORITY

DETAILED BUDGET

	FY 2013 ACT	Est/Act FY 2014	FY 2014 Budget	Over (Under)	FY 2015 Budget	Over (Under) FY 2014 Est/Actual	
Liability Premiums	124,391	181,630	189,242	(7,612)	188,895	7,265	
Insurance/Liability losses	110,948	112,000	82,700	29,300	116,480	4,480	
Other Losses	-	-	-	-	-	-	
Pass sales write offs	-	-	-	-	-	-	
Total Insurance	381,485	453,724	427,843	25,881	471,873	18,149	4%
Property Tax	10,860	10,674	10,000	674	10,000	(674)	
Licenses / Registrations	1,641	2,000	2,000	-	2,000	-	
Fuel Storage Tank Fees	10,472	13,757	15,000	(1,243)	15,000	1,243	
Use and Other Taxes	5,245	6,903	8,000	(1,097)	8,000	1,097	
Sales Tax	290,559	290,000	280,000	10,000	290,000	-	
Total Taxes	318,777	323,334	315,000	8,334	325,000	1,666	1%
Radio Site Lease-Diablo	35,061	32,663	33,700	(1,037)	33,700	1,037	
Equipment Leases	3,114	6,557	7,000	(443)	7,000	443	
Total Leases	38,175	39,220	40,700	(1,480)	40,700	1,480	4%
Business Expense- Tran	117	100	100	-	100	-	
Business Expense- Maint	-	-	-	-	-	-	
Business Expense-admin	44	400	400	-	400	-	
Business Expense-Fin	1,667	500	500	-	500	-	
Board Travel	7,006	16,500	16,500	-	16,500	-	
Staff Travel	37,476	20,000	20,000	-	20,000	-	
CTA Dues	12,325	13,000	13,000	-	13,000	-	
APTA Dues	26,494	28,000	28,000	-	29,000	1,000	
Other Memberships	-	-	-	-	-	-	
Business Expense	7,630	8,000	4,000	4,000	4,000	(4,000)	
Training / Subs-Gm	2,031	5,000	7,500	(2,500)	7,500	2,500	
Misc exp	1,016	1,000	1,200	(200)	1,200	200	
Employee Functions	25,440	30,000	30,000	-	30,000	-	
Employee Awards	4,221	4,500	4,000	500	4,500	-	
Departing Emp gifts	86	-	700	(700)	-	-	
Paypal fees	3,486	3,688	3,000	688	3,000	(688)	
Newsletter Expense	-	-	400	(400)	-	-	

CENTRAL CONTRA COSTA TRANSIT AUTHORITY

DETAILED BUDGET

	FY 2013 ACT	Est/Act FY 2014	FY 2014 Budget	Over (Under)	FY 2015 Budget	Over (Under) FY 2014 Est/Actual
Total Miscellaneous	129,039	130,688	129,300	1,388	129,700	(988) -1%
Alamo Creek Shuttle						
San Ramon-Noon shuttle		66,250	-	66,250	159,000	92,750
St Marys shuttle	742	-	-	-	-	-
Pacheco transit hub	49,144	47,000	44,290	2,710	48,410	1,410
Environment Jus proj	-	-	-	-	-	-
DVC transit Ctr	-	-	-	-	-	-
Monument shuttle	-	-	-	-	-	-
Cal State rte 260 shuttle	46,936	50,000	55,000	(5,000)	55,000	5,000
Total Purchased Transportation	96,822	163,250	99,290	63,960	262,410	99,160 61%
Total Other Operating Expense	6,424,986	7,059,760	7,436,981	(377,221)	7,606,612	546,852 8%
Contingency			500,000	(500,000)	500,000	500,000
TOTAL FIXED ROUTE EXPENSES	25,715,047	27,683,853	28,396,860	(713,006)	29,579,057	1,895,204 6.8%
Paratransit						
Wages	91,579	94,800	91,000	3,800	93,317	(1,483)
Sick Wages	401	-	2,300	(2,300)	2,224	2,224
Holiday Pay	4,370	4,499	5,100	(601)	5,231	732
Vacation Pay	6,813	7,000	7,800	(800)	7,965	965
Absence pay	-	-	200	(200)	262	262
Cafeteria Plan	7,740	8,226	4,800	3,426	8,945	719
FICA	1,546	1,441	1,442	(1)	1,580	140
PERS	9,500	11,395	11,406	(11)	11,655	260
Medical	11,847	11,568	11,844	(276)	11,568	-
Dental	1,497	1,911	1,440	471	1,968	57
Life Insurance	835	867	1,030	(163)	889	22
SUI	1,006	868	1,302	(434)	868	-
Agency Fees/Public Info	-	-	520	(520)	100	100
Promotions	-	-	530	(530)	400	400

CENTRAL CONTRA COSTA TRANSIT AUTHORITY

DETAILED BUDGET

	FY 2013 ACT	Est/Act FY 2014	FY 2014 Budget	Over (Under)	FY 2015 Budget	Over (Under) FY 2014 Est/Actual
Legal Fees	2,496	10,000	10,000	-	3,000	(7,000)
Bid/Hearing Notices	-	-	-	-	0	-
Bank Service Charge	-	-	-	-	0	-
Temporary Help	-	-	-	-	0	-
Building Maint Services	1,499	1,700	2,082	(382)	1,720	20
Software Maint Services	-	-	-	-	0	-
Radio Maint Services	5,510	6,000	13,600	(7,600)	6,100	100
Community Van Maint	9,308	10,000	10,200	(200)	10,200	200
Other services	-	-	-	-	-	-
Office Supply, PTF	3,500	3,700	3,000	700	3,800	100
Telephone, Paratransit	-	-	-	-	0	-
Gas and Electric	17,541	19,000	19,800	(800)	19,400	400
Cell Phone	1,111	1,300	1,500	(200)	1,400	100
Sales Tax	330	600	600	-	600	-
Purchased Trans-LINK	4,759,151	4,881,736	5,071,720	(189,984)	5,028,188	146,452
Purchased Trans-BART	188,574	175,920	202,910	(26,990)	181,198	5,278
Other Purch Trans	-	1,093	-	1,093	1,000	(93)
Training / Subscriptions	-	520	520	-	530	10
Other Misc Expenses	(155)	400	400	-	400	-
Employee Functions	-	-	-	-	0	-
Employee Honor Roll	-	-	-	-	0	-
Total Paratransit	5,125,999	5,254,544	5,477,046	(222,503)	5,404,509	149,965
TOTAL CCCTA	30,841,046	32,938,397	33,873,906	(935,509)	34,983,566	2,045,169
						6.2%

RESOLUTION NO. 2014-016

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY
BOARD OF DIRECTORS**

* * *

**AUTHORIZES FILING APPLICATIONS AND SUPPORTING DOCUMENTS
WITH THE METROPOLITAN TRANSPORTATION COMMISSION FOR ALLOCATION
OF TRANSPORTATION DEVELOPMENT ACT, STATE TRANSIT ASSISTANCE,
AND RM2 FUNDS FOR FY 2015**

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, the Transportation Development Act (TDA) (Public Utilities Code Section 99200, *et seq.*), provides for the disbursement of funds from the Local Transportation Fund (LTF) of the County of Contra Costa for use by eligible applicants for the purpose of public transit; and

WHEREAS, pursuant to the provisions of the TDA, and pursuant to the applicable rules and regulations thereunder (21 Cal. Code of Regs. Section 6600, *et seq.*) a prospective applicant wishing to receive an allocation from the LTF shall file its claim with the Metropolitan Transportation Commission; and

WHEREAS, the State Transit Assistance (STA) fund is created pursuant to Public Utilities Code Sections 99310 *et seq.*; and

WHEREAS, the STA fund makes funds available pursuant to Public Utilities Code Section 99313.6 for allocation to eligible applicants to support approved transit projects; and

WHEREAS, TDA funds from the LTF of Contra Costa County and STA funds will be required by applicants in Fiscal Year 2015 for public transit capital and operating assistance; and

WHEREAS, CCCTA is an eligible applicant for TDA and STA funds pursuant to Public Utilities Code Sections 99260(a), 99262, 99275, 99313 and 99314 as attested by the opinion of Authority's counsel; and

WHEREAS, SB 916 (Chapter 715, Statutes 2004), commonly referred to as Regional Measure 2, identified projects eligible to receive funding under the Regional Traffic Relief Plan; and

WHEREAS, the Metropolitan Transportation Commission (MTC) is responsible for funding projects eligible for Regional Measure 2 (RM2) funds, pursuant to Streets and Highways Code Section 30914(c) and (d); and

WHEREAS, MTC has established a process whereby eligible transportation project sponsors may submit allocation requests for Regional Measure 2 funding; and

WHEREAS, allocations to MTC must be submitted consistent with procedures and conditions as outlined in Regional Measure 2 Policy and Procedures; and

WHEREAS, CCCTA is an eligible sponsor of transportation project(s) in Regional Measure 2, Regional Traffic Relief Plan funds; and

WHEREAS, the Express Bus Routes are eligible for consideration in the Regional Traffic Relief Plan of Regional Measure 2, as identified in California Streets and Highways Code Section 30914(c) or (d); and

WHEREAS, the Regional Measure 2 allocation request, attached hereto in the Operating Assistance Proposal and incorporated herein as though set forth at length, demonstrates a fully funded operating plan that is consistent with the adopted performance measures, as applicable, for which CCCTA is requesting that MTC allocate Regional Measure 2 funds, and

WHEREAS, Part 2 of the project application, attached hereto and incorporated herein as though set forth at length, includes the certification by CCCTA of assurances required for the allocation of funds by MTC; and

NOW, THEREFORE, BE IT RESOLVED, that CCCTA, and its agents shall comply with the provisions of the Metropolitan Transportation Commission's Regional Measure 2 Policy Guidance (MTC Resolution No. 3636); and be it further

RESOLVED, that CCCTA certifies that the project is consistent with the Regional Transportation Plan (RTP), and be it further

RESOLVED, that CCCTA approves the updated Operating Assistance Proposal; attached to this resolution, and be it further

RESOLVED, that CCCTA approves the certification of assurances, attached to this resolution; and be it further

RESOLVED, that CCCTA is an eligible sponsor of projects in the Regional Measure 2 Regional Traffic Relief Plan, Capital Program, in accordance with California Streets and Highways Code 30914(d); and be it further

RESOLVED, that CCCTA is authorized to submit an application for Regional Measure 2 funds for Express Bus Operations in accordance with California Streets and Highways Code 30914(d); and be it further

RESOLVED, that CCCTA certifies that the projects and purposes for which RM2 funds are being requested are in compliance with the requirements of the California Environmental Quality Act (Public Resources Code Section 21000 *et. seq.*), and with the State Environmental Impact Report Guidelines (14 California Code of Regulations Section 15000 *et. seq.*) and, if relevant the National Environmental Policy Act (NEPA), 42 USC Section 4-1 *et. seq.* and the applicable regulations thereunder; and be it further

RESOLVED, that there is no legal impediment to CCCTA making allocation requests for Regional Measure 2 funds; and be it further

RESOLVED, that there is no pending or threatened litigation which might in any way adversely affect the proposed project, or the ability of CCCTA to deliver such project; and be it further

RESOLVED, that CCCTA indemnifies and holds harmless MTC, its Commissioners, representatives, agents, and employees from any and against all claims, injury, suits, demands, liability, losses, damages, and expenses, whether direct or indirect (including any and all costs and expenses in connection therewith), incurred by reason of any act or failure to act of CCCTA, its officers, employees or agents, or subcontractors or any of them in connection with its performance of services under this allocation of RM2 funds. In addition to any other remedy authorized by law, so much of the funding due under this allocation of RM2 funds as shall reasonably be considered necessary by MTC may be retained until disposition has been made of any claim for damages; and be it further

RESOLVED, that CCCTA shall, if any revenues or profits from any non-governmental use of property (or project) that those revenues or profits shall be used exclusively for the public transportation services for which the project was initially approved, either for capital improvements or maintenance and operational costs, otherwise the Metropolitan Transportation Commission is entitled to a proportionate share equal to MTC's percentage participation in the projects(s); and be it further

RESOLVED by the Board of Directors of the Central Contra Costa Transit Authority that the General Manager, or his designee, is authorized to execute and file appropriate applications, together with all necessary supporting documents, with the Metropolitan Transportation Commission for allocation of TDA, STA and RM2 funds for Fiscal Year 2015; and be it further

RESOLVED, that the General Manager is hereby delegated the authority to make non-substantive changes or minor amendments to the IPR as he deems appropriate.

RESOLVED that a copy of this resolution be transmitted to the Metropolitan Transportation Commission in conjunction with the filing of the claims, and the Metropolitan Transportation Commission be requested to grant the allocation of funds as specified herein,

Regularly passed and adopted this 17th day of April 2014 by the following vote.

Ayes:

Noes:

Abstain:

Absent:

Robert Simmons, Chair, CCCTA Board of Directors

ATTEST:

Lathina Hill, Clerk to the Board

To: Board of Directors

Date: April 10, 2014

From: Anne Muzzini, Director of Planning and Marketing

Reviewed by:

SUBJECT: Recommended Service Changes in Walnut Creek

Summary:

Staff is proposing the following service changes to routes serving Walnut Creek:

- Route 2: Reduce service to two morning and two evening commute trips while re-routing to provide more direct service to Walnut Creek BART.
- Route 5: Increase frequency and re-route to provide more direct service from Creekside to Walnut Creek BART.
- Route 7: Streamline service between Shadelands and Pleasant Hill BART.

This proposal originated in the Adaptive Service Analysis Plan and evolved through extensive outreach. A Title VI Equity Analysis has been completed and finds that neither minority nor low-income populations will be disproportionately burdened by these changes.

Background:

At the December 2013 Board of Directors meeting, the Board approved the Adaptive Service Analysis Plan. The study focused on alternatives for transit service in areas where the current service is not productive. The consultant team first selected neighborhoods for study and narrowed down the choices to the Trotter/South Walnut Creek area, Downtown Martinez, and Shadelands. Service options were developed and specific recommendations were made to improve service effectiveness in these neighborhoods.

The proposed changes from the Adaptive Service Analysis Plan are listed below:

Walnut Creek

- Re-route the #7 to provide more frequent and direct service between Pleasant Hill BART and Shadelands.
- Eliminate the Route 2 and modify the Route 5 to provide more frequent and direct service from Creekside to Walnut Creek BART.

Martinez

- Modify the #18 and #28 by eliminating service on Howe rd. to increase service to the retail centers on Arnold.
- Eliminate the Route 19 and redirect the service hours to a new community shuttle route.
- Operate a community shuttle between downtown Martinez and retail on Arnold.

Outreach:

Beginning in February staff conducted outreach to receive public comments on these service recommendations. Nearly 200 comments were received.

The public was able to comment on the proposed changes in the following ways:

- Attending public meetings (one in Martinez City Hall and one in the Walnut Creek Library),
- Emailing planning@countyconnection.com,
- Calling County Connection Customer Service,
- Commenting on County Connection's website, or
- Completing a text survey via Textizen (see attached summary).
- Writing to the Director of Planning

Notices for the public meetings were placed on the buses as well as in the Contra Costa Times and information on the other outreach efforts was placed on buses as well as on County Connection's website.

Because some individuals submitted comments through more than one avenue, the numbers for total comments and individuals will not match exactly.

The chart below shows the public participation by type:

Venue	# of Comments/Participants
Public Meetings	Martinez - 14 Walnut Creek - 15
Email	30
Customer Service	14
Textizen	English - 71 Spanish - 8
Website	29

Route #2 and Route #19

Not surprisingly, most respondents commented on the two routes that were proposed to be eliminated (Routes #2 and #19).

Through the website, customer service, and email, 24 comments were received requesting that service continue on the Route #19. The comments showed that passengers in Martinez depend on the Route 19 to access public health and social services. Many commented at the public meeting that they wanted more frequency on the route.

The Route 2 recommendation generated 19 comments through the website, email, and customer service with only 3 supporting its elimination; though 10 suggested retaining at least the commute service. Most of the respondents (from all public input) use the Route #2 to commute to work or school and Route #19 for work and medical trips.

Route #5

Overall only two people commented on the Route #5 change via the website and both supported the recommendation. Further, 23 respondents who filled out the texting survey supported the change while 14 did not.

Route #7

The change to the Route #7 received 6 comments in favor and 7 in opposition. Comments in support of the recommendation were from those that work in Shadelands and the Children's Hospital. Comments received via text were also evenly split in their support.

Route #28 and Martinez Shuttle

Though only a minor service change was recommended, the Route 28 generated significant public interest and comments were skewed towards keeping the current routing. The Martinez shuttle was strongly supported but not at the expense of the Route 19.

Recommendation:

Staff recommends the following:

- Make no changes in Martinez
- Route 2: Retain two morning and two evening commute trips. Re-route via Broadway
- Route 5: Streamline service to BART
- Route 7: Streamline service between Shadelands and Pleasant Hill BART

The public comments reflected a significant need for the Route 19 and the need for a modest level of service on the Route 2. As the Martinez Shuttle was contingent on savings from eliminating the Route 19 and the recommended re-routing of Route #28 was not supported, staff has revised the recommendation to keep all current service in Martinez intact and not implement the shuttle.

The recommendation for the Route 2 has also been revised to retain 2 morning commute trips and 2 evening commute trips and re-route the service via Broadway instead of California.

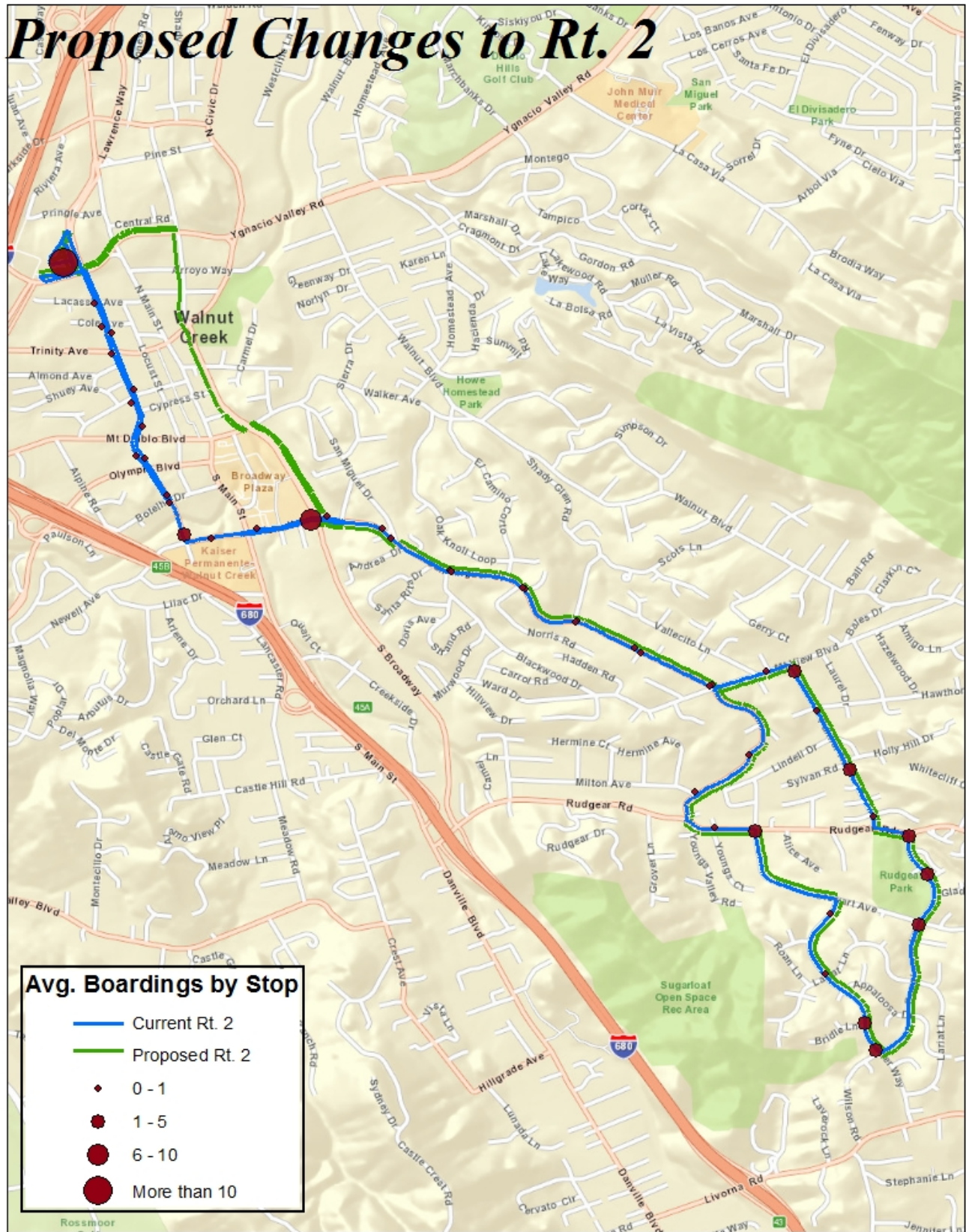
Based on the comments received on the Route #5 proposal, staff is supporting the initial recommendation to modify the route to provide more direct service between Creekside and

Walnut Creek BART. Staff is recommending that the Route #5 operate on 20-minute headways during peak commute hours and 45 minutes during the midday. Currently the Route 5 operates on 35-minute headways during commute times and over 90 minute headways during midday.

In Walnut Creek, there was support for the modified Route #7 to expedite service between Pleasant Hill BART and Shadelands. It is recommended that this service operate on 15-minute headways between the hours of 7:00am and 10:30am and 3:00pm and 7:00pm. Currently it operates on 45 minute headways.

The maps below illustrate the changes to the Routes #2, #5, and #7.

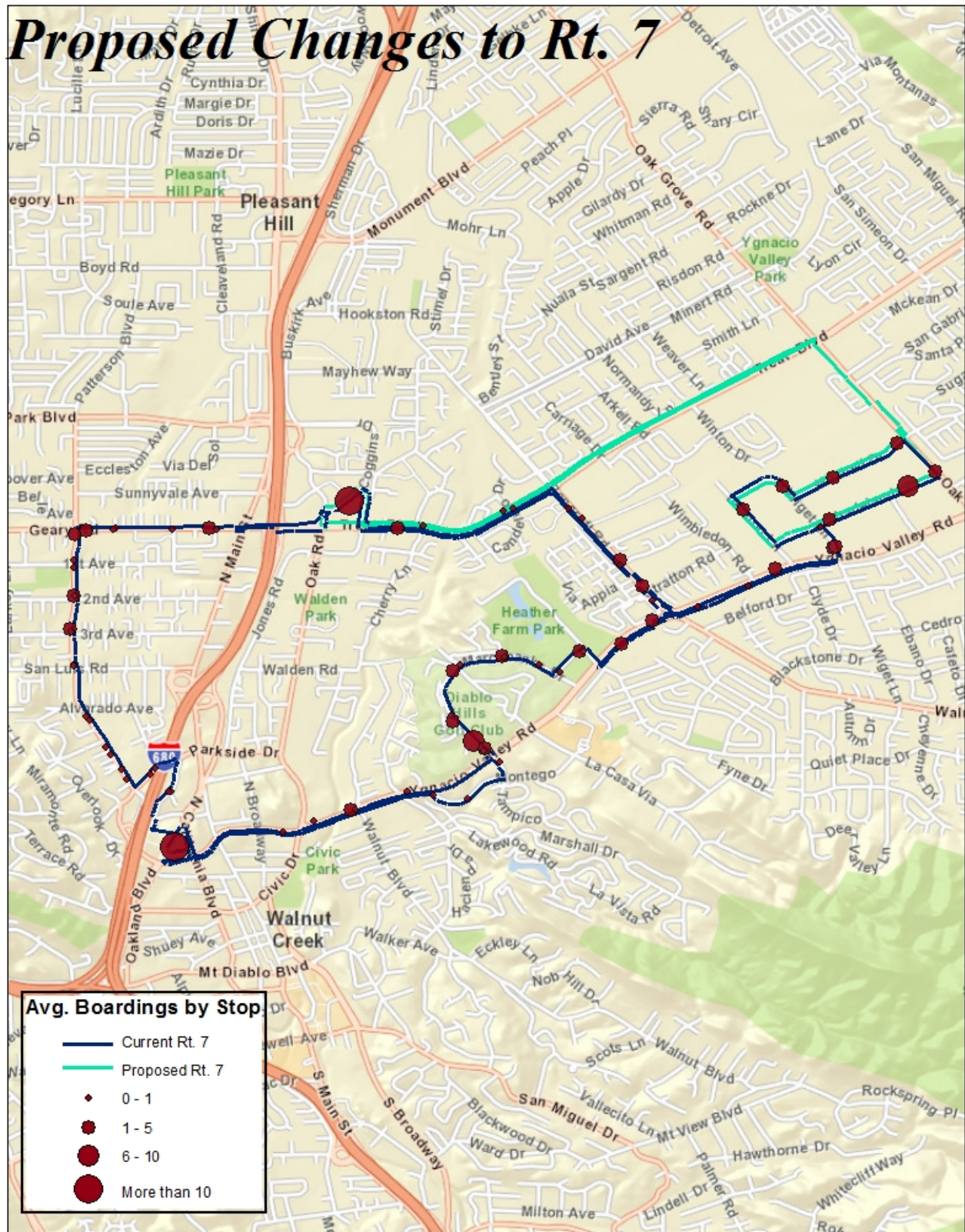
Proposed Changes to Rt. 2



Proposed Changes to Rt. 5



Proposed Changes to Rt. 7



Because the level of service that is proposed qualifies as a “Major Service Change”, staff has conducted an Equity Analysis. The Census 2010 census-tract data was used to compare the change in revenue miles and hours in minority tracts to non-minority tracts and low-income tracts to non-low-income tracts. Based on Census 2010 data 37.1% of the population residing in County Connection’s service area is minority so any census tract with greater than 37.1% minority population is designated a “minority tract.” Because 5.7% of the population residing in County Connection’s service area is determined to be below the poverty level, any tract with greater than 5.7% below the poverty level is designated a “low-income tract.”

The tables below compare the proposed service change in revenue miles and hours operated in low-income to non-low-income and minority to non-minority tracts. The data shows that although total revenue hours and miles will decrease slightly, the service going to low-income and minority tracts will increase (with the exception of low-income revenue miles which would decline 0.01%).

	Current	Proposed	% Difference
Low-Income Rt. Miles	112.02	112.01	-0.01%
Non-Low-Income Rt. Miles	316.68	262.59	-17.08%
Total Rt. Miles	428.70	374.60	-12.62%
Low-Income Rt. Hours	12.74	13.71	7.65%
Non-Low-Income Rt. Hours	35.15	27.34	-22.23%
Total Rt. Hours	47.89	41.05	-14.28%

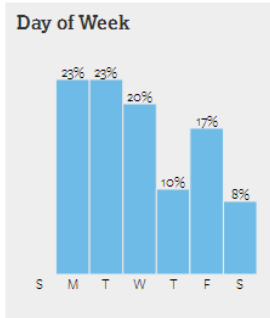
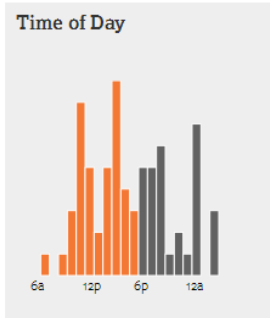
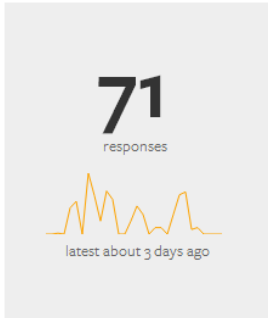
	Current	Proposed	% Difference
Minority Rt. Miles	63.83	92.09	44.27%
Non-Minority Rt. Miles	364.87	283.63	-22.27%
Total Rt. Miles	428.70	374.60	-12.62%
Minority Rt. Hours	6.85	11.80	72.26%
Non-Minority Rt. Hours	41.04	29.35	-28.47%
Total Rt. Hours	47.89	41.05	-14.28%

This data demonstrates that the service recommendations will not have a disproportionate burden on low-income and minority populations.

Recommendation:

The O&S Committee has reviewed the proposed service changes and recommends the Board approve Resolution 2014-017 authorizing staff to implement the proposed changes. If approved at the April Board meeting, service changes would take effect at the Fall Bid (August 17, 2014).

Attachment: Summary of Textizen Survey Responses



Assigned phone
1(925) 301-9650

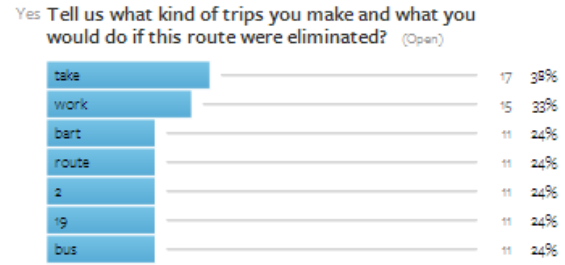
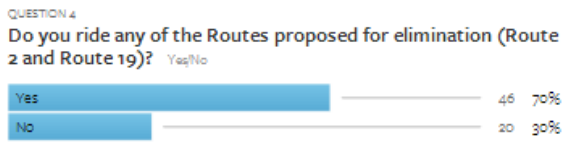
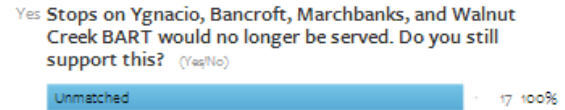
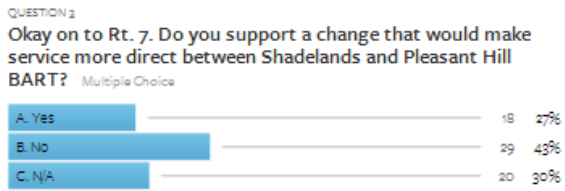
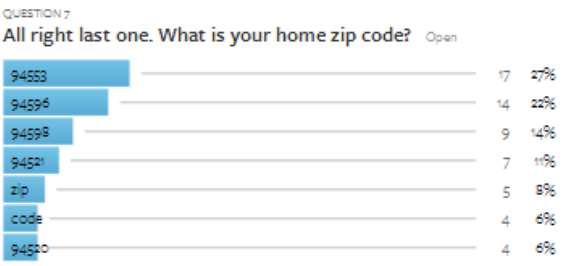
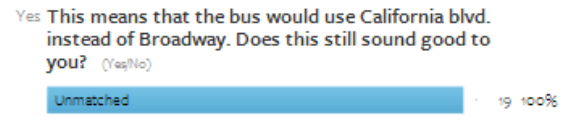
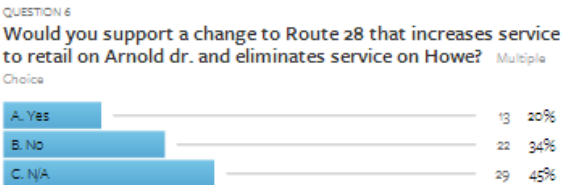
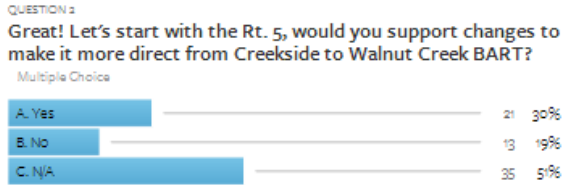
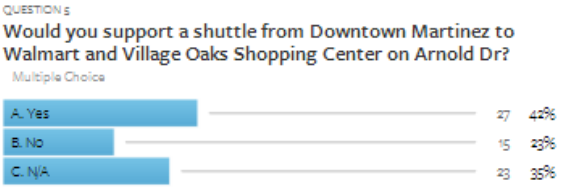
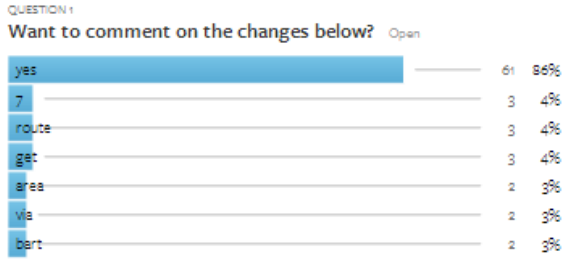
Start date
03/03/2014 at 06:38PM

Language
English

Status
Running

Results public?
No

[EDIT](#) [DANGEROUS](#)



RESOLUTION NO. 2014-017

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY
BOARD OF DIRECTORS**

* * *

AUTHORIZING THE SERVICE CHANGES TO ROUTES #2, #5, AND #7

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, the CCCTA Board of Directors adopted the Adaptive Service Plan which evaluated service in Walnut Creek and Martinez and recommended changes to routes in those areas to improve productivity; and

WHEREAS, subsequent to adoption of the Adaptive Service Plan, staff conducted extensive public outreach including 2 public hearings in accordance with Board policy and evaluated all comments received, and

WHEREAS, in response to public comment, staff is recommending that only changes to Routes #2, #5, and #7, be implemented, and

WHEREAS, the changes proposed by staff do trigger the requirement to conduct a Title VI analysis, and

WHEREAS, staff has conducted a Title VI Analysis on the proposed changes and found that those changes will not have a disparate impact on minority communities and will not disproportionate burden low income communities and staff will be completing necessary steps including detailed documentation for submittal to the FTA, and

WHEREAS the Board has reviewed, accepted, and approved the Title VI analysis, and

WHEREAS, the Board of Directors has carefully considered the public input received, and the potential for increasing ridership,

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Central Contra Costa Transit Authority, that the General Manager, or his designee, is hereby authorized to implement the proposed changes to Routes #2, 5, and 7 for implementation at the Fall bid 2014.

Regularly passed and adopted this 17th day of April, 2014 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Bob Simmons, Chair, Board of Directors

ATTEST: _____
Lathina Hill, Clerk to the Board

To: Board of Directors

Date: April 11, 2014

From: William Churchill, Director of Transportation

Subject: Recommendation to Award Contract for Provision of Paratransit Operations & Maintenance Services

Summary:

On December 31, 2013, following board approval, staff released a Request for Proposal (RFP) for the provision of transportation services including LINK and BART ADA Paratransit, Saint Mary's Shuttle, California State University East Bay, Alamo Creek, Concord Police Department and other special transportation services as needed.

Four bids were received by the deadline of March 14th 2014, from the following companies; First Transit, Keolis Transit Services, MV Transportation and Veolia Transportation. All four proposals met the minimum standards set forth in the RFP and were subsequently evaluated. A review panel was formed which evaluated each proposal and interviewed the applicants on Monday March 31st, 2014.

The review panel reached a consensus on their recommendation to award a contract to First Transit Inc. as the highest scoring bidder for the provision of Transportation & Maintenance Services.

Recommendation: The O&S committee recommends the board approve resolution No. 2014-015 authorizing the General Manager to enter into an agreement with First Transit Inc. for three years with two one year options for the provision of Paratransit Operations & Maintenance services. The contract will be developed by Legal Counsel with the appropriate mechanisms to provide contractual protections for County Connection

Financial Implications: The draft FY 2015 budget for purchased transportation is \$5,210,386. The recommended bidder, First Transit, provided a bid of \$5,241,792 for the first year which is slightly higher than the current draft budget. It is important to note the current draft budget for FY 2015 will not be finalized until May 2014. The total cost for the three year contract will be \$16,401,051

Attachments:

- 1) Resolution No. 2014-015
- 2) Master Evaluation & Scoring Sheet

Additional Background Information:

The O&S Committee work with staff for several months to develop a scope of work for the provision of Paratransit Operations and Maintenance services. From this work a Request for Proposals was developed and released on December 31, 2013.

Four bids were received by the deadline of March 14th 2014, from the following companies; First Transit, Keolis Transit Services, MV Transportation and Veolia Transportation. All four proposals met the minimum standards set forth in the RFP and were subsequently evaluated. A review panel consisting of The General Manager, the Director of Transportation, the Senior Manager of Transportation and two General Managers from other Authorities was formed to evaluate the proposals. Proposals were evaluated by each member of the evaluation team across the following parameters and a combined average score was created.

<i>Financial Viability and Stability of Organization</i>	10%
<i>Firm Experience, including Technical Competence demonstrated on Past Projects</i>	20%
<i>Qualifications and Experience of Key Personnel and staffing plan, including training, technical experience and other service quality programs</i>	25%
<i>Creative Approach/Service Improvement Plan</i>	15%
<i>Corporate Support, and Implementation Plan</i>	10%
<i>Reasonableness of Cost Proposal</i>	20%
<i>Retention of Current Employees – Labor Code 1070 et seq.</i>	10%
Total	110%

Additionally, each of the four firms was interviewed by the evaluation team providing the opportunity for each firm to earn an additional twenty five points toward their total score. The interview process was designed to gain a better understanding and receive clarification where necessary regarding the submitted proposals.

Following the interview process the evaluation team, upon review of proposal scoring and interview scoring, reached a consensus on their recommendation to award a contract to First Transit as the highest scoring proposer. While the proposals varied in their strengths and weaknesses from staffing levels to technology solutions and financial viability, in the end the evaluation team was unanimous in its recommendation of First Transit. Please refer to attached evaluation & scoring sheet.

Financial Implications:

Although the evaluation team looked at all components of the proposals, there were two primary areas that received additional focus, reasonableness of the cost proposal and the cost reduction/service improvement plan. From a financial perspective the evaluation team was rather surprised at the wide spread of proposed costs. There was a 4.5 million dollar difference between the lowest cost proposal and the most expensive proposal. The following chart provides a table of total bid costs across the various proposals as well as total hourly cost created by adding the hourly expenses and the fixed monthly expenses together and dividing by the total projected hours of service.

Proposal Cost Comparison
Total Contract Costs and Combined Monthly + Hour Cost/ Total Annual Hours

		Year 1	Year 2	Year 3	3 Year Total
First Transit	Total Annual Expense	5,241,792.00	5,462,809.00	5,696,450.00	16,401,051.00
	Combined Hourly Rate	52.27	53.45	54.69	
Keolis	Total Annual Expense	6,114,816.00	6,284,830.00	6,545,860.00	18,945,506.00
	Combined Hourly Rate	60.97	61.49	62.85	
MV	Total Annual Expense	4,830,680.00	4,770,279.00	4,804,885.00	14,405,844.00
	Combined Hourly Rate	48.17	46.67	46.13	
Veolia	Total Annual Expense	5,708,295.00	5,983,748.00	6,226,826.00	17,918,869.00
	Combined Hourly Rate	56.92	58.55	59.78	

Although MV Transportation presented the lowest cost proposal it was not sufficient to overcome the total scores when all aspects of the other proposals were evaluated. When considering the reasonableness of the various cost proposals within the context of the services to be provided the clear winner is First Transit. The proposed first contract year proposal represents a 2.3% increase over the projected current year costs. Veolia Transportation provided the closest more expensive first year contract proposal representing a 10.3% increase over the current year projected expenses. Keolis Transportation provided the highest first year contract cost representing an increase of 16.2% over the projected current year expense.

All firms proposed the development of a relationship with taxi companies as one of the methods for improving productivity and reducing costs. None of the firms built any savings into their proposals but rather stated that as relationships with taxi companies were formed and opportunities to defer rides to taxis the savings would be passed on to County Connection. Through the interview process it became clear the only firm to actually contact and meet with various taxi providers was First Transit. The consensus from the proposers implied that taxi companies in central Contra Costa are not well regulated and need to mature before they can be valuable partners in absorbing some LINK trips. Having said this all proposers expressed a

willingness to actively work with a couple of taxi companies to help the process along in meeting the County connection goals.

In addition to developing relationships with taxi providers all firms proposed different software tools that provide enhanced management of the existing Trapeeze paratransit scheduling software that will result in improved on-time performance and ridership productivity. The evaluation team spent considerable time evaluating these tools and interviewing proposers to gain a stronger knowledge of how they work. Similar to developing a relationship with a taxi provider the potential savings for the use of these technological solutions are not built into the base cost proposals but would rather would be passed on to County Connection as the tools are implemented.

Master Evaluation & Scoring Sheet County Connection Request for Proposal for Paratransit Services

Consolidated Score Sheet

Criteria	Max Points			Keolis			MV			Veolia		
I. Overall Quality of the proposal	5	4.2	4.8	4	4.2	4.2	4	4.2	4	4.2	4.2	4.2
II. Proposer Management Experience	15	14.4	14.2	13.6	14.4	14.2	13.6	14.4	13.6	14.2	14.2	11
III. Staffing Plan	10	8.8	9	6.6	8.8	9	6.6	8.8	6.6	9	9.2	9.2
IV. Overall Company Experience in Providing Similar Services	15	15	13	14.8	15	13	14.8	15	14.8	15	15	15
V. Overall Technical Capability to Provide Quality Service	10	9	9.6	9	9	9.6	9	9	9	9.2	9.2	9.2
VI. Financial Viability & Stability of Organization	10	10	9.6	8.2	10	9.6	8.2	10	8.2	10	10	10
VII. Reasonableness of Cost Proposal	20	18.3	12.8	13.8	18.3	12.8	13.8	18.3	13.8	16.8	16.8	16.8
VIII. Cost Reduction/Service Improvement Plan	15	9.4	10.8	11.4	9.4	10.8	11.4	9.4	11.4	9.8	9.8	9.8
* Total Proposer Score	100	89.1	83.8	81.4	89.1	83.8	81.4	89.1	81.4	85.2	85.2	85.2

* Since all proposals received the 10% Employee Retention Preference, CA Labor Code § 1071(d), this chart did include the score for retention in order to demonstrate the raw score of each proposal.

RESOLUTION NO. 2014-015

**BOARD OF DIRECTORS, CENTRAL CONTRA COSTA TRANSIT AUTHORITY
STATE OF CALIFORNIA**

* * *

**AUTHORIZING AWARD OF A CONTRACT
TO FIRST TRANSIT, INC. TO PROVIDE PARATRANSIT
AND ASSOCIATED SERVICES**

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 ("County Connection"), 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, on December 31, 2013 County Connection issued a Request for Proposals To Provide Paratransit and Associated Services (RFP 2013-MA-02) for the operation and maintenance of (1) County Connection ADA paratransit services (LINK), (2) BART ADA paratransit services, (3) Route 250, (4) Route 260, (5) the Alamo Creek Demand Responsive Flex Route, (6) Concord Police Department special requests; and (7) other special transportation services as needed; and

WHEREAS, four proposals were received by the March 14, 2014 deadline and were evaluated by a five-member evaluation committee, which also conducted interviews with all of the proposers on March 31, 2014; and

WHEREAS, the evaluation committee unanimously concluded that First Transit, Inc. was the highest ranked proposer based on the evaluation criteria contained within the Request for Proposals; and

WHEREAS, the evaluation committee recommends award of the subject contract to First Transit, Inc. which recommendation was supported by the Operations and Scheduling Committee at its April 11, 2014 meeting.

NOW, THEREFORE, BE IT RESOLVED that the Central Contra Costa Transit Authority Board of Directors authorizes award of a contract to First Transit, Inc. for paratransit and associated services as described in RFP 2013-MA-02 for a three-year base term commencing July 1, 2014, for a total three-year estimated cost of \$16,401,051, based upon the following:

	Year 1	Year 2	Year 3
Fixed Monthly Rate	\$87,813	\$90,829	\$94,293
Service Hour Rate	\$41.75	\$42.79	\$43.83
Estimated Service Hours	100,287	102,203	104,157
Total Annual Cost	\$5,241,792	\$5,462,809	\$5,696,450

; and

BE IT FURTHER RESOLVED that the General Manager is authorized to execute a contract with First Transit, Inc. on behalf of County Connection in full conformity with all of the terms and conditions of the solicitation documents, subject to approval as to form by Legal Counsel.

BE IT FURTHER RESOLVED that the General Manager is authorized to execute up to two additional one-year option terms to the contract with First Transit, Inc. in accordance with the price proposal submitted by First Transit, Inc. for the option terms, provided that exercise of such options is in the best interest of CCCTA.

Regularly passed and adopted this 17th day of April 2014, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Bob Simmons, Chair, Board of Directors

ATTEST:

Lathina Hill, Clerk to the Board