

Summary Minutes
Operations & Scheduling Committee
Supervisor Andersen Office
309 Diablo Road, Danville, CA
May 6th, 2016, 8:00 a.m.

Directors: Directors Candace Andersen, Robert Storer, Dave Hudson
Staff: Scott Mitchell, Bill Churchill, Rick Ramacier, Anne Muzzini
Public: None

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

1. **Approval of Agenda Items:** Agenda was approved.
2. **Public Comment and/or Communication:** None
3. **Approval of O&S Summary Minutes for April, 2016:** Minutes were approved.

4. **Maintenance –**

Bid Results for Wave induction charging at BART

Mr. Mitchell told the Committee that bids for the WAVE system installation were due May 13th and because of a desire to speed the process he asked that staff be allowed to make their recommendation directly to the Board. There was some concern expressed about getting bids because of the size and complexity of the project. The Committee agreed the item should proceed directly to the Board.

Gillig Option for Replacement Buses

Mr. Mitchell explained that our agreement with Gillig included pricing and options for future years and he requested authorization to execute the option for 31 replacement buses. The buses would go on line in 2017 but it's necessary to take action now to secure a place on the build schedule. The Committee supported executing the option for 31 fixed route buses for an amount not to exceed \$14,943,475.

5. **Planning and Scheduling:**

- a. Verbal Updates: Staff provided a brief update on the following topics:
 - i. Expenditure Plan development – The Committee discussed the need for flexibility in the Bus/NonRail paragraph.
 - ii. Clipper Institutional Pass – Ms. Muzzini explained that staff was working with Cubic to implement an institutional pass for Bishop Ranch. The details were discussed.
 - iii. Real Time Signage – Ms Muzzini updated the committee on the implementation timeline for the Waysine project where by 20 signs will be installed around the service area in early June.

6. **Staff Reports**

- a. Fixed Route Monthly Report – Staff reported on the fixed route statistics. The Committee discussed driver training and competitiveness with other jobs.
- b. LINK Monthly Report – Staff reported on the statistics.

7. **Committee Comments** – None.

8. **Future Agenda Items** – None.

9. **Next Scheduled Meeting** – June 3rd at 8:00am at Supervisor Andersen's Office.

10. **Adjournment** – The meeting was adjourned at 9 a.m.

Minutes prepared and submitted by: Anne Muzzini, Director of Planning and Marketing