

**Summary Minutes
Operations & Scheduling Committee
Friday, May 6, 8:15 a.m.**

Due to COVID-19, this meeting was conducted as a teleconference pursuant to the provisions of Assembly Bill 361.

Directors: Robert Storer, Don Tatzin, Candace Andersen

Staff: Bill Churchill, Ruby Horta, Scott Mitchell, Rashida Kamara, Amber Johnson, Melody Reeb, Pranjali Dixit, Rosa Noya, Madeline Chun

Public: None

Call to Order: Meeting called to order at 8:15 a.m. by Director Storer.

1. Approval of Agenda

The Committee approved the agenda.

2. Public Communication

None

3. Approval of Minutes of April 1, 2022

The Committee approved the minutes.

4. Purchase of 40 (Forty) 40' Buses

Mr. Mitchell informed the Committee that CCCTA is requesting purchasing forty 40' Clean Diesel Buses to replace the old 2009 buses. He noted that the buses would be purchased off the current State of Washington contract to help expedite the procurement/delivery of the Gillig buses. He also noted that the 20% local match would be covered by TDA funds and could be delivered 14 -18 months from the time Board approves the purchase. Mr. Mitchell responded to Director Storer's question about preference of larger buses over smaller ones that the purchase was aimed to replace the existing aging bus fleet which are all 40' and maintain current fleet composition. Mr. Mitchell also added that electric buses were expensive and hence were not considered. The Committee agreed to forward a recommendation to the Board to move forward with the purchase of the forty Clean Diesel buses.

5. Steam Room Lift Upgrade

Mr. Mitchell informed the Committee that CCCTA is requesting purchasing of a new Steam Room lift off the Sourcewell contract. Mr. Mitchell also noted that the repairing of the 13-year-old lift which is used to clean the undercarriage of buses is expensive and that a subsequent request for the construction would be presented following approval from Board of directors. Director Tatzin asked staff regarding the timeline of the upgrade. Mr. Mitchell responded that the project could be completed by September 2022. Director Storer requested clarification regarding the Sourcewell contract. Mr. Mitchell responded that Sourcewell is a purchasing cooperative that competitively bid on multiple contracts and that CCCTA is a member of Sourcewell that allows us to buy off their contract. The Committee agreed to forward a

recommendation to the Board to move forward with the purchase a new Steam Room lift off the Sourcewell contract for the upgrade of the Steam Room lift.

6. Consolidation of CCCTA/LAVTA Paratransit RFP Update

Ms. Kamara informed the Committee that two transportation companies RydeTrans and Transdev responded to a joint Request for Proposals (RFP) to consolidate paratransit services with the Livermore Amador Valley Transit Authority (LAVTA) using one contractor was released in January 2022. After carefully scoring and reviewing the proposals, the panel chose Transdev. Staff also informed that while the new contract is currently being negotiated, Transdev has offered a 90-day extension on the current contract. Director Storer asked staff what the difference between the budgeted vs the actual cost was submitted by Transdev. Ms. Johnson responded that the initial proposal was \$200,000 higher than the budgeted expenses. Ms. Kamara and Mr. Churchill further emphasized that Transdev's experience with regional One Seat Ride program along with their ability to maintain employees to ensure service eased in helping choose Transdev. In response to Director Candace question about fuel costs, Ms. Kamara noted that currently fuel is marked as pass-through cost and a provision is included to allow the vehicles to be fueled onsite in the future to have more control. Additionally, Mr. Churchill noted that as part of the new contract, fueling for Big Star sub-contractor vehicles is being restructured to use Transdev's fueling system. The Committee recommended including this update information be part of the General Manager's report at the Board Meeting.

7. Monthly Reports

Ms. Reeb reported that fixed-route ridership in March showed strong year-over year growth and average weekday ridership grew about 12% from February. The missed trip percentage has been decreasing even with a steady operator count and Clipper usage increased to an all-time high of 80%, which is among the highest in the region. Director Tatzin and Director Candace inquired about the higher roadcall for electric buses. Mr. Mitchell responded that the roadcalls are related to battery issues and challenges due to different technologies employed by various bus manufacturers and is in line with similar experience by other transit agencies who use electric buses. Director Storer enquired about the driver attrition and hiring. Mr. Churchill responded that CCCTA needs additional 12-15 drivers to decrease missed trip and has stepped up the hiring process throughout the region.

Ms. Noya reported that ridership increased significantly in February with the Omicron cases subsiding. While ridership and productivity increased, on-time performance slightly declined. Ms. Noya also informed the committee that the Board of Directors approved the three-month pilot extension to allow LAVTA to be operated by our contractor Transdev.

8. Committee Comments

None

9. Future Agenda Items

None

10. Next Scheduled Meeting

The next meeting was scheduled for June 3rd at 8:15 a.m. via teleconference.

11. Adjournment – The meeting was adjourned at 9:06 a.m.

Minutes prepared and submitted by: Pranjal Dixit, Manager of Planning