

# County Connection

2477 Arnold Industrial Way

Concord, CA 94520-5326

(925) 676-7500

countyconnection.com

## BOARD OF DIRECTORS MEETING AGENDA

Thursday, June 16, 2022  
9:00 a.m.

**PURSUANT TO THE PROVISIONS OF ASSEMBLY BILL 361, WHICH SUSPENDS CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT, THIS MEETING WILL BE CONDUCTED AS A TELECONFERENCE. (GOVERNMENT CODE SECTION 54953)**

**MEMBERS OF THE PUBLIC MAY NOT ATTEND THIS MEETING IN PERSON.**

Committee Directors, staff and the public may participate remotely by calling: Join the Zoom webinar.  
When: June 16, 2022, 09:00 AM Pacific Time (US and Canada) Topic: County Connection Board of Directors Meeting

Please click the link below to join the webinar: <https://us02web.zoom.us/j/86243217510>

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Webinar ID: 862 4321 7510

Public comment may be submitted via email to: [hill@cccta.org](mailto:hill@cccta.org). Please indicate in your email the agenda item to which your comment applies. Comments submitted before the meeting will be provided to the Board of Directors before the meeting. Comments submitted after the meeting is called to order will be included in correspondence that will be provided to the full Board.

Should Zoom not be operational, please check online at: [www.countyconnection.com](http://www.countyconnection.com) for any updates or further instruction.

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CENTRAL CONTRA COSTA TRANSIT AUTHORITY

The County Connection 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. Public Hearing: CCCTA FY2023 Operating and Capital Budget
5. Consent Calendar
  - a) Approval of Minutes of Regular Meeting of May 19, 2022\*
  - b) Approve Resolution Declaring that the Proclaimed State of Emergency for the COVID-19 Pandemic Continues to Impact the Ability for the Board of Directors and its Committees to meet Safely in Person, and Directing that Virtual Board and Committee Meetings Continue\*  
Resolution No. 2022-036\*
  - c) FY 2022-23 SB1 State of Good Repair Funds\*  
Resolution No. 2022-037\*  
(The A&F Committee recommends that the Board of Directors approve an application for a grant in the amount of \$134,731 in FY 2022-23 SGR funds to pay for the ongoing maintenance expenses related to the ITS systems.)
  - d) Adoption of Gann Appropriations Spending Limitation for FY 2022-2023\*  
Resolution No. 2022-039\*  
(The A&F Committee recommends that the Board of Directors approve the Gann appropriations spending limitation of \$92,557,951 for FY 2022-23.)
6. Report of Chair
  - a) Appointment of Nominating Committee for Election of CCCTA Officers
  - b) Proclamation of Appreciation in Honor of Madeline Chun  
Resolution No. 2022-041\*\*
7. Report of General Manager

Under this item, the General Manager will report on matters of relevance to CCCTA including, but not necessarily limited to, the following:

  - a) Report out on meeting with Congressman Mark DeSaulnier
  - b) Update on State Legislation
  - c) Update on State Budget
8. Report of Standing Committees
  - a) Administration & Finance Committee
    - 1) Adjustment to Non-Represented Administrative Employees Compensation\*  
Resolution No. 2022-033\*  
(The A&F Committee recommends that the Board of Directors approve a 3% increase adjustment in the compensation for Non-Represented Administrative Employees and a Merit Pool for select management employees not to exceed \$245,000 in total.)

- 2) Revised Fiscal Year 2023 Draft Budget and Ten Year Forecast\*  
Resolution No. 2022-038\*  
(The A&F Committee recommends that the Board of Directors adopt the FY 2023 Budget following a public hearing.)
- b) Marketing, Planning & Legislative Committee
  - 1) Regional Institutional Pass Pilot\*  
Resolution No. 2022-040\*  
(The MP&L Committee and staff recommend that the Board approve County Connection's participation in the Regional Institutional Pass Pilot Program.)
- c) Operations & Scheduling Committee
  - 1) Award Contract for Consolidation of CCCTA/LAVTA Paratransit Services to Transdev\*  
Resolution No. 2022-034\*  
Resolution No. 2022-035\*  
(The O&S Committee and staff recommends that the Board of Directors approve Resolution No. 2022-034, authorizing the General Manager to enter into an agreement with Transdev to provide consolidated paratransit services for both LAVTA and CCCTA commencing July 1, 2022, for the period of four years at a cost not to exceed \$35,337,282, with the understanding that CCCTA's portion of the contract prices is estimated to be \$25,926,833 over the four-year period.  
In addition, staff would like the Board of Directors to approve the General Manager entering an MOU with LAVTA to memorialize the respective roles of the parties for the consolidated paratransit services program contingent on the Board's approval of staff's recommendation to award paratransit services contract to Transdev, pursuant to Resolution No. 2022-35.)
9. Board Communication – (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 to be made at another meeting.)
10. Closed Session:  
Public Employment and Performance Evaluation; Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)  
Employee Organization:  
Amalgamated Transit Union, Local 1605, AFL-CIO, Bus Operators
11. Open Session:  
Report of Action(s) taken during the Closed Session  
Consideration of Action to Ratify Memorandum of Understanding with Amalgamated Transit Union, Local 1605
12. Next Meeting Date: July 21, 2022 at 9 a.m.
13. Adjournment

\*Enclosure

\*\*It will be available at the time of the Board meeting.

\*\*\*For Board members only

## General Information

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

Public Comment: If you wish to address the Board, please follow the directions at the top of the agenda. If you have anything that you wish distributed to the Board and included for the official record, please include it in your email. Comments that require a response may be deferred for staff reply.

Consent Items: All matters listed under the Consent Calendar are considered by the Board to be routine and will be enacted by one motion. There will be no separate discussion of these items unless requested by a Board Member or a member of the public prior to when the Board votes on the motion to adopt.

Availability of Public Records: All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body, will be available for public inspection at 2477 Arnold Industrial Way, Concord, California, at the same time that the public records are distributed or made available to the legislative body. The agenda and enclosures for this meeting are posted also on our website at [www.countyconnection.com](http://www.countyconnection.com).

Accessible Public Meetings: Upon request, County Connection will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, auxiliary aid, service or alternative format requested at least two days before the meeting. Requests should be sent to the Assistant to the General Manager, Lathina Hill, at 2477 Arnold Industrial Way, Concord, CA 94520 or [hill@cccta.org](mailto:hill@cccta.org). Requests made by mail must be received at least two days before the meeting. Requests will be granted whenever possible and resolved in favor of accessibility.

### Currently Scheduled Board and Committee Meetings

Board of Directors:	Thursday, July 21, 9:00 a.m., via teleconference
Administration & Finance:	Wednesday, July 6, 2:00 p.m., via teleconference
Advisory Committee:	TBA.
Marketing, Planning & Legislative:	Thursday, July 7, 8:30 a.m., via teleconference.
Operations & Scheduling:	Friday, July 1, 8:15 a.m. via teleconference

**The above meeting schedules are subject to change and may be conducted as teleconference meetings. Please check the County Connection Website ([www.countyconnection.com](http://www.countyconnection.com)) or contact County Connection staff at 925/676-1976 to verify date, time and location prior to attending a meeting. This agenda is posted on County Connection's Website ([www.countyconnection.com](http://www.countyconnection.com)) and at the County Connection Administrative Offices, 2477 Arnold Industrial Way, Concord, California**

# County Connection

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## CCCTA BOARD OF DIRECTORS

### MINUTES OF THE REGULAR MEETING

May 19, 2022

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

Chair Dave Hudson called the regular meeting of the Board of Directors to order at 9:00 a.m. Board Members present were Directors Andersen, Haydon, McCluer, Noack, Storer, Wilk and Worth. Directors Hoffmeister, Schroder and Tatzin arrived after the meeting convened.

Staff: Churchill, Chun, Dixit, Glenn, Hill, Horta, Johnson, McCarthy, Mitchell, Noya, Reebbs and Rettig

#### PUBLIC COMMENT:

Judy Barrientos, a bus driver with CCCTA, stated her concern with bus runs without meal breaks. Michelle Gray, also a bus driver with CCCTA, expressed her concern about bus runs not having enough meal breaks, and not feeling appreciated by upper management.

Director Tatzin arrived at 9:03 a.m.

#### CONSENT CALENDAR

MOTION: Director Noack moved approval of the Consent Calendar, consisting of the following items: (a) Approval of Minutes of Regular Meeting of April 21, 2022; (b) Resolution No. 2022-029, Declaring that the Proclaimed State of Emergency for the COVID-19 Pandemic Continues to Impact the Ability for the Board and its Committees to Meet Safely in Person, and Directing that Virtual Board and Committee Meetings Continue. Director Andersen seconded the motion, and it received the following vote of approval:

Aye:	Directors Andersen, Haydon, Hudson, McCluer, Noack, Storer, Wilk and Worth
No:	None
Abstain:	None
Absent:	Directors Hoffmeister, Schroder and Tatzin

**REPORT OF CHAIR:** None

#### REPORT OF GENERAL MANAGER:

##### In Person (and/or Hybrid) Board and Committee Meetings

General Manager, Bill Churchill started the discussion on how the Board members are personally feeling about meeting in person, hybrid or completely virtual. After some discussion, it was determined that most of the Board members would like to continue to have virtual meetings in the near future and going forward to at least continue virtual meetings for the committee meetings and a hybrid format for the board meetings. As of now, we are looking at having in person meetings starting with the September Board meeting.

Director Schroder arrived at 9:15 a.m.

## CalAct Award

General Manager informed the Board that County Connection won the Outstanding Paratransit Program award from CalAct. Rashida Kamara explained that the award is given out for outstanding service that includes innovation and demonstrated great customer service. It has been a pleasure working with Transdev on updating our technology regarding pilot programs with Meals on Wheels and working with other agencies on how to better serve our communities.

## Employee Events: Bus Rodeo and Employee Awards Update

General Manager, Bill Churchill informed the Board that County Connection conducted a rodeo for the operators and gave out employee awards. This event was scheduled for May 14, 2022 from 9 a.m.-1 p.m. It was well attended by all departments and fun was had by everyone.

## Update on the progress of the Paratransit Contract

General Manager Bill Churchill gave an update on the award of the new paratransit contract and advised that negotiations are ongoing with the highest ranked proposer. Staff intends to bring a recommendation for award to the Board at its June meeting.

## **REPORT OF STANDING COMMITTEES**

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

#### Summer Youth Pass

Melody Reeb explained that the summer youth pass program was not offered in 2020 or 2021. However, with most restrictions now lifted and schools back to in-person instruction, 511 Contra Costa and the partner transit agencies have decided to offer the program again this year. The pass is valued at \$60, and previously, 511 Contra Costa provided a subsidy of \$25 per pass, lowering the actual retail cost down to \$35. This year, they are proposing an increased subsidy of \$30, or half of the cost of the pass. 511 Contra Costa also manages the design and production of the passes, as well as online sales and fulfillment. Revenues from pass sales are distributed to the transit agencies based on customer location. This was an informational item.

#### FY2022-23 Short Range Transit Plan Guidelines

Melody Reeb explained that during the pandemic all of the transit operations, ridership, and revenues were impacted. The decrease in ridership, changes in travel patterns, and revenue uncertainties have created enormous planning and operational challenges for all Bay Area transit operators. While federal relief funds provided a significant help, it is still anticipated that these funds will be exhausted within the next two fiscal years for most transit operators. Because of this MTC has restructured and adopted new guidelines for the FY 2022-23 SRTP to help plan for and navigate through the continued uncertainties.

The revised guidelines narrow the scope to a five-year planning horizon with a focus on financial and service planning. Staff will be making service level projections based on three scenarios that have been defined by MTC, which assume varying levels of ridership and revenue recovery. Staff also plans to conduct a survey to better understand the community's needs and post-pandemic travel patterns and to help inform the scenario planning process.

A draft SRTP is due to MTC by September 30, 2022, and the final version must be adopted by the Board and submitted to MTC by December 29, 2022. Staff plans to provide an update to the MP&L Committee and Board

as the scenarios are developed this summer, before presenting the draft in September. This was an information only item.

### **Operations & Scheduling Committee**

#### Purchase of 40 (Forty) 40' Buses and Resolution No. 2022-030

Scott Mitchell explained that the Authority needs to replace forty (40), 40' fixed route vehicles that were purchased in 2009. The Authority is eligible to receive federal funds for vehicle replacement projects at an 80/20 (federal/local) split. The vehicle replacement project is in County Connection's Capital Replacement Plan and has been approved by the Metropolitan Transportation Commission (MTC). Additionally, this procurement complies with the Board adopted Innovative Clean Transit (ICT) Rollout Plan approved in April 2022.

Staff recommends purchasing forty Gillig clean diesel buses using the Washington State Cooperative Purchasing Contract No. 06719. Using the existing cooperative agreement will expedite delivery, defray the costs of attorney fees, advertising costs, and staff time associated with going out to bid.

MOTION: Director Storer moved adoption of Resolution No. 2022-030, authorizing the General Manager to release a purchase order and Letter to Proceed to Gillig to build forty (40) 40' low floor buses for a total cost of the vehicles, tax, and delivery not to exceed \$22,560,000. Director Hudson seconded the motion, and it received the following vote of approval:

Aye: Directors Andersen, Haydon, Hoffmeister, Hudson, McCluer, Noack, Schroder, Storer, Tatzin, Wilk and Worth

No: None

Abstain: None

Absent: None

#### Steam Room Lift Upgrade and Resolution No. 2022-031

Scott Mitchell explained that County Connection often uses Sourcewell to streamline significant procurements. Sourcewell has a Rotary Platform Lift that has been competitively bid allowing staff to use Sourcewell for a new lift procurement. The lift replacement is a two-part project requiring a lift purchase initially, and a separate small construction project to remove the old lift and install the new lift. The lead time required to order the lift requires staff to conduct the procurement first and then bid out the construction component at a later date. Staff anticipates that the cost of the Steam Room Rotary Platform Lift will not exceed \$135,000. County Connection has Prop IB Grant funds available for this project.

MOTION: Director Storer moved adoption of Resolution No. 2022-031, authorizing the General Manager to purchase a new Steam Room lift off the Sourcewell contract for the upgrade of the Steam Room lift with a price not to exceed \$135,000. Director Andersen seconded the motion, and it received the following vote of approval:

Aye: Directors Andersen, Haydon, Hoffmeister, Hudson, McCluer, Noack, Schroder, Storer, Tatzin, Wilk and Worth

No: None

Abstain: None

Absent: None

### **Report from the Advisory Committee**

Marji McWee, Chair of the Advisory Committee, will give an update on the Advisory Committee

Marji McWee informed the Board that since the last time that she presented, two new members representing Walnut Creek and Concord have joined the Advisory Committee. An orientation program was launched by staff to teach members about the agency's operations and strategic environment. She remarked that as the Advisory Committee becomes a working body, it will continue to explore how best to engage and encourage community participation. The next Advisory Committee meeting will be July 12, 2022.

**BOARD COMMUNICATION:** None

**CLOSED SESSION:**

Public Employment and Performance Evaluation; Conference with Labor Negotiator (pursuant to Government Code Sections 54957 and 54957.6)

Position: General Manager; Legal Counsel

**OPEN SESSION:**

Report of Action(s) taken during the Closed Session  
Consideration of Proposed Legal Services Rate Adjustment  
Resolution No. 2022-032

**MOTION:** Director Noack moved adoption of Resolution No. 2022-032 authorizing a rate increase for Legal Services. Director Andersen seconded the motion, and it received the following vote of approval:

Aye: Directors Andersen, Haydon, Hoffmeister, Hudson, McCluer, Noack, Schroder, Storer, Tatzin, Wilk and Worth

No: None

Abstain: None

Absent: None

Report of Action(s) taken during the Closed Session:

Position: General Manager

The Board will evaluate General Manager Bill Churchill later this year, and approved establishing a special committee comprised of the Chair and the three Committee chairs to conduct the review for the Board's consideration.

**ADJOURNMENT:** Chair Hudson adjourned the regular Board meeting at 10:56 am.

Minutes prepared by

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Lathina Hill  
Assistant to the General Manager

Date: June 8, 2022

## INTER OFFICE MEMO

**To:** Board of Directors

**Date:** June 16, 2022

**From:** Bill Churchill  
General Manager

**SUBJECT: Declaring that the Board and Its Committee Meetings Will Continue to be Held via Teleconference**

### SUMMARY OF ISSUES:

Due to the ongoing COVID-19 pandemic, the General Manager and Legal Counsel recommend the Board adopt a resolution under Assembly Bill 361 (AB 361) (1) making findings that the proclaimed COVID-19 pandemic State of Emergency continues to impact the ability of the Central Contra Costa Transit Authority (CCCTA) Board of Directors (Board) and its committees to meet safely in person, and (2) allowing for CCCTA to use the modified teleconferencing requirements under California Government Code Section 54953 for Board and committee meetings for the next 30 days.

On September 16, 2021, Governor Newsom signed into law AB 361 amending Government Code Section 54953 to allow local agencies to use teleconferencing for public meetings without requiring teleconference locations to be included on published agendas or accessible to the public, and without requiring a quorum of the members of the legislative body of the agency to participate from locations within the boundaries of the agency's jurisdiction, during proclaimed states of emergencies.

Local agency determinations to meet using the modified teleconferencing rules under AB 361 must be reviewed every 30 days following the first teleconferenced meeting held pursuant to this law, which as an urgency statute, came into effect on October 1. The legislative body must reconsider the circumstances of the state of emergency and find that they directly impact the ability to meet safely in person. The Governor's State of Emergency related to the COVID-19 pandemic remains active and the Contra Costa County Health Officer, the California Department of Public Health, and the Department of Industrial Relations have imposed or recommended measures to promote social distancing. Compliance with these measures directly impacts the ability of the public to meet safely in person, and CCCTA cannot ensure social distancing recommendations are met in circumstances of in-person public meetings. Furthermore, there is a continuing threat of COVID-19 to the community, and Board and committee meetings have characteristics that give rise to risks to health and safety of meeting participants. Consequently, it is recommended that CCCTA continue to use remote teleconferencing for public meetings as permitted under AB 361 and to reconsider its determination (and make the necessary findings) every 30 days.

On October 21, 2021, the Board adopted its first resolution under AB 361 documenting the findings described above. The Board also was advised to consider similar actions monthly thereafter until conditions change and remote meetings are no longer necessary and appropriate. The proposed action would enable CCCTA's Board and committees to continue to meet remotely for the next 30 days.

**FINANCIAL IMPLICATIONS:** There is no impact on the budget.

**ACTION REQUESTED:** Adopt resolution declaring that the proclaimed state of emergency for the COVID-19 pandemic continues to impact the ability of the Board of Directors and its committees to meet safely in person, and directing that virtual Board and committee meetings continue.

**RESOLUTION NO. 2022-036**

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

\* \* \*

**FINDING THAT THE PROCLAIMED STATE OF EMERGENCY FOR THE COVID-19  
PANDEMIC CONTINUES TO IMPACT THE ABILITY FOR THE BOARD OF DIRECTORS AND ITS  
COMMITTEES TO MEET SAFELY IN PERSON, AND DIRECTING THAT VIRTUAL BOARD AND  
COMMITTEE MEETINGS CONTINUE**

**WHEREAS**, the County of Contra Costa, the Cities of Clayton, Concord, Lafayette, Martinez, Orinda, Pleasant Hill, San Ramon and Walnut Creek, and the Towns of Danville and Moraga (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 ("Service Area");

**WHEREAS**, on March 4, 2020, Governor Newsom declared a State of Emergency to exist in California as a result of the threat of the COVID-19 pandemic, which declaration remains in effect;

**WHEREAS**, the Contra Costa County Board of Supervisors subsequently declared a local emergency related to COVID-19, which declaration also remains in effect;

**WHEREAS**, on March 17 and June 11, 2020, the Governor issued Executive Orders N-29-20 and N-08-21, respectively, suspending certain provisions of the Ralph M. Brown Act related to teleconferencing through September 30, 2021 to facilitate legislative bodies conducting public meetings remotely to help protect against the spread of COVID-19 and to protect the health and safety of the public;

**WHEREAS**, on September 16, 2021, the Governor signed Assembly Bill (AB) 361 into law, amending Government Code Section 54953, effective immediately, to allow legislative bodies to continue to meet remotely under less restrictive requirements during a proclaimed State of Emergency provided that (1) state or local officials have imposed or recommended measures to promote social distancing, or (2) the legislative bodies determine that meeting in person would present imminent risks to the health or safety of attendees, and (3) the legislative bodies make such findings at least every thirty days during the term of the declared state of emergency;

**WHEREAS**, on October 21, 2021, pursuant to Resolution 2022-012, and monthly thereafter pursuant to Board action, the CCCTA Board of Directors (Board) made the requisite findings to allow teleconferencing under AB 361 for 30 days;

**WHEREAS**, the Board has reviewed its previous findings and again concludes that there is a continuing threat of COVID-19 to the community, and that Board and committee meetings have characteristics that continue to give rise to risks to health and safety of meeting participants; and

**WHEREAS**, to help protect against the spread of COVID-19 and its variants, and to protect the health and safety of the public, the Board desires to take the actions necessary to continue to hold its Board and committee meetings remotely as authorized by AB 361.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the Central Contra Costa Transit Authority has reconsidered the circumstances of the COVID-19 State of Emergency, and finds and determines that the state of emergency continues to directly impact its ability to meet safely in person;

**BE IT FURTHER RESOLVED**, that the Board of Directors directs the General Manager and Clerk to the Board to continue to agendize public meetings of the Board, and all CCCTA committees that are subject to the Brown Act, only as online teleconference meetings;

**BE IT FURTHER RESOLVED**, that CCCTA will comply with the requirements of Government Code Section 54953(e)(2) when holding Board and committee meetings pursuant to this Resolution;

**BE IT FURTHER RESOLVED**, that this Resolution will be in effect for the maximum period of time permitted under AB 361 (30 days), and the Board will reconsider the findings in this Resolution each month and may subsequently reaffirm these findings, pursuant to its consent calendar.

Regularly passed and adopted this 16th day of June, 2022 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Dave Hudson, Chair, Board of Directors

ATTEST: \_\_\_\_\_  
Lathina Hill, Clerk to the Board

## INTER OFFICE MEMO

**To:** Board of Directors

**Date:** 05/23/2022

**From:** Melody Reeb, Director of Planning, Marketing, & Innovation

**Reviewed by:** *Ref*

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**SUBJECT: FY 2022-23 SB1 State of Good Repair Funds**

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**Background:**

Senate Bill 1 (SB1) provides over \$100 million annually to transit operators for eligible transit maintenance, rehabilitation and capital projects. These funds are referred to as State of Good Repair (SGR). The SGR Program is funded from a portion of a new Transportation Improvement fee on vehicle registrations. Based on the State Controller's Office (SCO) allocation estimate, County Connection is eligible to receive \$134,731.

Eligible projects for SGR funding include security equipment and systems as well as preventative maintenance. Staff is proposing to use SGR funds to support the ongoing maintenance of our onboard technology.

**Financial Implications:**

Using FY 2022-23 SGR funds to pay for ongoing ITS maintenance costs will directly offset operating expenses.

**Recommendation:**

Staff is proposing to apply for a grant amount of \$134,731 in FY 2022-23 SGR funds to pay for the ongoing maintenance expenses related to the ITS systems.

**Action Requested:**

The A&F Committee and staff request that the Board adopt Resolution No. 2022-037.

**Attachments:**

Resolution No. 2022-037

**RESOLUTION NO. 2022-037**

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

**AUTHORIZING THE GENERAL MANAGER TO SUBMIT A GRANT APPLICATION  
FOR STATE OF GOOD REPAIR FUNDS**

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;

WHEREAS, Senate Bill 1 ("SB1"), the Road Repair and Accountability Act 2017, established the State of Good Repair Program to fund eligible transit maintenance, rehabilitation and capital project activities that maintain the public transit system in a state of good repair; and

WHEREAS, based on the State Controller's Office allocation estimate, CCCTA is eligible to receive \$134,731 in SB1 State of Good Repair Program funds which are proposed to be used for going maintenance expenses associated with CCCTA's ITS systems.

NOW, THEREFORE, BE IT RESOLVED by the Central Contra Costa Transit Authority Board of Directors that the General Manager, or his designee, is authorized to apply for funds from the SB1 State of Good Repair Program, and to execute any agreements, amendments, certification and assurances, and related documents for the SB1 State of Good Repair program required by the California Department of Transportation and the Metropolitan Transportation Commission.

Regularly passed and adopted this 16th day of June 2022, by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

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Dave Hudson, Chair, Board of Directors

ATTEST:

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Lathina Hill, Clerk to the Board

## INTER OFFICE MEMO

**To:** Board of Directors

**Date:** 06/09/2022

**From:** Amber Johnson, Chief Financial Officer

**Reviewed by:** WC.

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**SUBJECT: Adoption of Gann Appropriations Spending Limitation for FY 2022-2023**

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### Background:

Pursuant to California Constitution Article XIII (B) (Proposition 4), public entities are required to conform to budgetary guidelines set forth in the Gann Initiative. The purpose of Article XIII (B) is to constrain fiscal growth in government by limiting the proceeds of taxes that may be appropriated each year. Each year's limit may be adjusted for increase in cost of living (*California per capita income*) and population. For special districts, if the district is located entirely within one county, the *county's population* change factor is to be used. That is the case with County Connection. The limit may also be changed in the event of a transfer of fiscal responsibility.

The California Revenue and Taxation Code, section 2227, mandates that the Department of Finance transmit an estimate of the percentage change in population to local governments. The Department of Finance also transmits the change in the cost of living, or price factor.

### Gann Limit Calculation:

The formula for calculating the appropriations spending limit is:

1. Population percentage change x price increase/decrease factor=ratio of change
2. Ratio of change x 2021-22 spending limit = 2022-23 spending limit.

Based on the above formula, the spending limit for County Connection is:

1. Population percentage change x price increase/decrease factor=ratio of change  
 $0.9959 \times 1.0755 = 1.0711$
2. Ratio of change x 2021-2022 spending limit = 2022-2023 spending limit:  
 $1.0711 \times \$86,414,692 = \$92,557,951$

Based on the above calculations, **the Gann appropriations spending limit for FY 2022-2023 is \$92,557,951** (Attachment 1). The actual County Connection non-federal appropriations budget for FY 2022-2023 is \$47,047,863, which is \$45,510,088 below the spending limitation.

### Financial Implications: (always use this title)

There is no direct financial implication as a result of the calculation of the Gann limit, since the limit far exceeds the appropriations budget.

**Recommendation:**

By State law, the County Connection Board of Directors must adopt an appropriations limitation. The Administration and Finance Committee and staff recommend Board approval of Resolution number 2022-039 to set the Gann appropriations spending limitation of \$92,557,951 for FY 2022-23.

**Attachments:**

Attachment 1: Computation of Gann Appropriations Spending Limit for FY 2023

Attachment 2: Resolution No. 2022-039

Attachment 1

**COMPUTATION OF GANN APPROPRIATIONS SPENDING LIMIT FOR FY 2023**

Contra Costa County change in population*	-0.41		
Converted to a ratio		0.9959	(1)
Percentage change in per capita personal income*	7.55		
Converted to a ratio		1.0755	(2)
Ratio of change:		1.0711	(1)*(2) = (3)
FY 2022 appropriations limit		\$86,414,692	(4)
FY 2023 appropriations limit		\$92,557,951	(3)*(4) = (5)
FY 2023 operating budget	\$47,315,493		
Less expenses paid by federal funds	<u>(\$7,675,630)</u>		
	\$39,639,863		
FY 2023 capital budget	\$28,366,000		
Less expenses paid by federal funds	<u>(\$20,958,000)</u>		
	\$7,408,000		
Operating and capital appropriation		<u>\$47,047,863</u>	
Under limit		<u><u>\$45,510,088</u></u>	

\* Source: California Department of Finance

**RESOLUTION NO. 2022-039**

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

**ADOPT AN APPROPRIATIONS LIMIT FOR FISCAL YEAR 2022-23**

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;

WHEREAS, Government Code Section 7910 requires the CCCTA to adopt an appropriations limit for each fiscal year;

WHEREAS, Government Code Section 7910 requires that, fifteen (15) days prior to adoption of the CCCTA appropriations limit, documentation used in determination of the limit, and other necessary determinations, shall be available to the public;

WHEREAS, CCCTA staff has prepared the appropriations limit documentation (attached hereto and marked Exhibit A) which has been made available to the public for review more than fifteen (15) days prior to the date this resolution was scheduled for consideration by the Board.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the CCCTA Board of Directors that pursuant to Article XIII B of the California State Constitution and SB 1352 (1980 Stats.), the appropriations limit for the Central Contra Costa Transit Authority shall be \$92,557,951, which shall be applicable to fiscal year 2022-23 as set forth in the attached appropriations limit documentation.

Regularly passed and adopted this 16th day of June, 2022 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

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Dave Hudson, Chair, Board of Directors

ATTEST:

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Lathina Hill, Clerk to the Board

## INTER OFFICE MEMO

**To:** Board of Directors

**Date:** 06/06/2022

**From:** Lisa Rettig, Director of Human Resources

**Reviewed by:** *RL*

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**SUBJECT: Adjustment to Non-Represented Administrative Employees Compensation**

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### **Background:**

County Connection employees consist of the following groups: Transit Operators, Transit Supervisors, Maintenance and Administrative. The Administrative employee group is the only non-represented group. The other three employee groups are all represented by a separate union with distinct Memorandums of Understanding (MOU).

### **Summary of Issues:**

It looks reasonably certain that for FY23 the Authority can prudently afford an increase for the non-represented employees.

The General Manager requests a 3% increase for all satisfactorily performing administrative employees effective July 1, 2022 (see Attachment 1). This is the same percentage increase included in the MOUs for the represented employees.

As done in prior years, the General Manager requests a Merit Pool not to exceed \$50,000, to be allocated at the General Manager's discretion, to management employees.

### **Financial Implications:**

The cost for the above requested increases will not exceed \$245,000 and is accounted for in the budget.

### **Recommendation:**

Staff and the A&F Committee recommend adoption of Resolution 2022-033 which provided a 3% COLA increase and \$50,000 merit pool, not to exceed a total cost of \$245,000.

### **Action Requested:**

Staff and the A&F Committee request Board approval of Resolution No. 2022-33.

### **Attachments:**

Attachment 1: Proposed FY23 Payscale  
Attachment 2: Resolution 2022-033

**PROPOSED PAY SCALE FY 2023**

		STEPS								
GRADE	POSITION	1 (MIN)	2	3	4	5	6	7	8	9 (MAX)
GRADE 13										
	ASSISTANT GENERAL MANAGER ADMINISTRATION	163,199								219,474
	CHIEF OPERATING OFFICER	163,199								219,474
	CHIEF FINANCIAL OFFICER	163,199								219,474
GRADE 12										
	DIRECTOR OF TRANSPORTATION	105,795								204,658
	DIRECTOR OF HUMAN RESOURCES	105,795								204,658
	DIRECTOR OF PLANNING & MARKETING	105,795								204,658
	DIRECTOR OF MAINTENANCE	105,795								204,658
	DIRECTOR OF IT	105,795								204,658
	DIRECTOR OF RECRUITMENT & EE DEV/DBE OFFICER	105,795								204,658
	DIRECTOR OF ADA & SPECIALIZED SERVICES	105,795								204,658
GRADE 11										
	MGR. OF ACCOUNTING	82,918								162,276
	MGR. OF TRAINING	82,918								162,276
	MGR. OF ACC SERVICE	82,918								162,276
	MGR. OF TRANSPORTATION	82,918								162,276
	MGR. OF PLANNING	82,918								162,276
	MGR. OF MARKETING AND COMMUNICATIONS	82,918								162,276
	MGR. OF MAINTENANCE	82,918								162,276
	MGR. OF PURCHASING AND GRANTS	82,918								162,276
	FACILITIES SUPERINTENDENT	82,918								162,276
	DEVELOPER	82,918								162,276
	SYSTEMS/NETWORK ADMINISTRATOR	82,918								162,276
GRADE 10										
	TRAINING COORDINATOR	76,317								103,746
	ASST. TO THE GM/CFO & BOARD CLERK	76,317								103,746
	CUSTOMER SERVICE & OUTREACH COORDINATOR	76,317								103,746
	PLANNER/COMMUNITY LIASON	76,317								103,746
	CHIEF SCHEDULER	76,317								103,746
	BUYER	76,317								103,746
GRADE 9										
	ASST. FACILITIES SUPER.	70,229	73,062	75,925	79,000	82,104	85,450	88,826	92,443	
	MAINTENANCE ASSISTANT	70,229	73,062	75,925	79,000	82,104	85,450	88,826	92,443	
	PLANNER/ASSISTANT SCHEDULER	70,229	73,062	75,925	79,000	82,104	85,450	88,826	92,443	
	TRANSPORTATION ASSISTANT	70,229	73,062	75,925	79,000	82,104	85,450	88,826	92,443	
GRADE 8										
	PAYROLL SUPERVISOR	63,779	66,310	68,993	71,676	74,599	77,583	80,718	83,883	
	SERVICE SCHEDULER	63,779	66,310	68,993	71,676	74,599	77,583	80,718	83,883	
	HELP DESK & USER SUPPORT	63,779	66,310	68,993	71,676	74,599	77,583	80,718	83,883	
	HR SPECIALIST	63,779	66,310	68,993	71,676	74,599	77,583	80,718	83,883	
	SR. ACCOUNTING ASSIST.	63,779	66,310	68,993	71,676	74,599	77,583	80,718	83,883	
	FACILITY SPECIALIST	63,779	66,310	68,993	71,676	74,599	77,583	80,718	83,883	

**PROPOSED PAY SCALE FY 2023**

		STEPS								
GRADE	POSITION	1 (MIN)	2	3	4	5	6	7	8	9 (MAX)
GRADE 7										
	DATA ANALYST	57,961	60,373	62,724	65,225	67,908	70,560	73,394	76,317	
	ASST. SCHEDULER	57,961	60,373	62,724	65,225	67,908	70,560	73,394	76,317	
	PAYROLL SPECIALIST	57,961	60,373	62,724	65,225	67,908	70,560	73,394	76,317	
	ADMIN ASST. III	57,961	60,373	62,724	65,225	67,908	70,560	73,394	76,317	
	SENIOR CUSTOMER SERVICE REP	57,961	60,373	62,724	65,225	67,908	70,560	73,394	76,317	
GRADE 6										
	C.S REP.	52,687	54,857	57,057	59,288	61,699	64,170	66,702	69,355	
	ADA SPECIALIST	52,687	54,857	57,057	59,288	61,699	64,170	66,702	69,355	
GRADE 5										
	LEAD CUSTODIAN	43,464	45,182	47,020	48,889	50,848	52,928	54,977	57,208	
GRADE 4										
	CUSTODIAN	39,545	41,112	42,740	44,518	46,267	48,135	50,034	52,054	

**RESOLUTION NO. 2022-033**

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

**\* \* \***

**AUTHORIZING FY2023 ANNUAL ADJUSTMENT  
TO ADMINISTRATIVE STAFF SALARIES**

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;

WHEREAS, the General Manager has recommended an adjustment to the non-represented administrative staff and management salary ranges to reflect a 3% increase to be effective July 1, 2022, as set forth in Attachment 1, and the establishment of a merit pool of \$50,000 for management employees, to be distributed within the discretion of the General Manager; and

WHEREAS, the Administration & Finance Committee recommends that the Board of Directors adopt the recommendations of the General Manager.

NOW, THEREFORE, BE IT RESOLVED that the CCCTA Board of Directors approves the adjustments to the salary ranges for administrative staff and management grades as set forth in the FY2023 Annual Pay Scale attached hereto and incorporated herein as Attachment 1, to be effective July 1, 2022;

BE IT FURTHER RESOLVED, that the Board of Directors approves the establishment of a merit pool in the amount of \$50,000, to be distributed within the discretion of the General Manager.

Regularly passed and adopted this 16th day of June 2022 by the following vote.

Ayes:

Noes:

Abstain:

Absent:

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Dave Hudson, Chair, Board of Directors

ATTEST:

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Lathina Hill, Clerk to the Board

## INTER OFFICE MEMO

**To:** Board of Directors

**Date:** 06/09/2022

**From:** Amber Johnson, Chief Financial Officer

**Reviewed by:** WC.

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**SUBJECT:** Fiscal Year 2023 Proposed Budget and Forecast Update

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### Background:

County Connection's Fiscal Year (FY) 2023 Operating and Capital Budget is presented to the Board of Directors for review, discussion and approval. The draft budget was originally presented to the Administration and Finance Committee (Committee) and approved by the Board in April so that staff could submit a Transportation Development Act (TDA) claim to the Metropolitan Transportation Commission (MTC). The final proposed budget document was presented to the Committee earlier this month, and the Committee recommended approval by the Board of Directors by adopting Resolution 2022-038 after a public hearing is conducted. The budget document is attached to this staff report and includes certain revisions from the prior version as detailed below.

The budget includes an Operating Budget, a Capital Budget, and a multiyear forecast of revenues and expenditures. In general, Staff have taken a conservative approach to forecasting while still presenting a budget that provides services to meet the needs of Central Contra Costa County transit riders.

### Budget Summary:

County Connection's proposed budget for July 1, 2022 to June 30, 2023 (Fiscal Year 2023) includes \$47 million in operational expenses for fixed route and paratransit services with revenues to offset these costs. An additional \$26 million is proposed in capital expenditures and associated revenue in the budget year (Table 1).

The next fiscal year will continue to be impacted by the COVID-19 pandemic, although with far less severity than two years ago. The proposed FY 2023 budget is based on a continued projected recovery of fixed route and paratransit services. While federal stimulus funds provided much-needed relief from the worst of the financial impacts of the pandemic, changing travel patterns and work from home trends have made a lasting impact to the way transit is utilized in the community and the larger region. As state and local revenues are anticipated to recover, many are not expected to meet pre-pandemic projections. Even when reliable revenue streams return, it is important to remember that the Authority lost a couple years of revenue growth during the pandemic while contractual and inflationary factors that drive expense growth did not stop.

The operating expense budget of \$47.3 million is a 4.4 percent increase over the FY 2022 budget and allows for fixed route service levels to begin to return to pre-pandemic levels. The capital budget of \$28.4 million includes a 40-vehicle bus replacement and 15 vehicle paratransit replacement, funded largely by federal dollars and matched with TDA capital.

**Table 1: Budget Summary**

<p style="text-align: center;"><b>County Connection</b></p> <p style="text-align: center;"><b>CENTRAL CONTRA COSTA TRANSIT AUTHORITY</b></p> <p style="text-align: center;"><b>FY 2023 BUDGET SUMMARY</b></p>					
	<b>FY 2021 Actuals</b>	<b>FY 2022 Budget</b>	<b>FY 2022 Estimated Actuals</b>	<b>FY 2023 Proposed Budget</b>	<b>% Over/Under Prior Year Budget</b>
Operations					
Fixed Route	\$ 30,852,355	\$ 35,932,961	\$ 31,566,413	\$ 37,716,799	5.0%
Paratransit	\$ 5,052,210	\$ 9,370,473	\$ 8,151,885	\$ 9,598,694	2.4%
Subtotal	\$ 35,904,565	\$ 45,303,434	\$ 39,718,298	\$ 47,315,493	4.4%
Capital					
Fixed Route	\$ 747,000	\$ 250,000	\$ 250,000	\$ 27,177,000	10770.8%
Paratransit	\$ -	\$ -	\$ -	\$ 1,189,000	N/A
Subtotal	\$ 747,000	\$ 250,000	\$ 250,000	\$ 28,366,000	11246.4%
Grand Total	\$ 36,651,565	\$ 45,553,434	\$ 39,968,298	\$ 75,681,493	89.4%

The budget document attached to this report provides additional information and trends for the fixed route and paratransit operations budget and associated revenue.

#### **Final Budget Compared to Draft Budget:**

The proposed final budget for FY 2023 includes the following changes from the draft budget:

- Increased Measure J revenue by \$300,000 to align with current Contra Costa Transportation Authority (CCTA) projections.
- Decreased Paratransit operating costs by \$368,716 to reflect final proposed contract terms and ridership assumptions.
- Increased LAVTA Paratransit operating costs and associated revenue by \$464,252. Since LAVTA's Paratransit costs are on a pass-through basis, this has no net impact to the budget.
- Decreased TDA revenue utilization by \$668,716 as a result of the above adjustments.
- Adjusted forecast paratransit costs to align with final proposed contract terms and ridership assumptions.
- Corrected paratransit vehicle procurement quantity from 21 to 15 vehicles; no changes to expenditure totals.

#### **Financial Implications:**

Adoption of the FY 2023 budget will result in expenditure authority of \$47 million in operational expenses and \$26 million in capital expenditures for the budget year.

**Recommendation:**

The Administration and Finance Committee and staff request that the Board of Directors approve adoption of the FY 2023 Budget Resolution 2022-038 following a public hearing.

**Attachments:**

Attachment 1: FY 2023 Proposed Budget

Attachment 2: Resolution No. 2022-038

*County Connection*

# Operating & Capital Budget

FY 2022/23



## Table of Contents

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County Connection Overview .....	1
County Connection Service Profile .....	1
Budget Summary .....	2
COVID-19 Impacts .....	2
Operating Revenues.....	4
Fares.....	4
Special Services .....	5
Advertising Revenue .....	5
State Transit Assistance (STA).....	5
Measure J – Contra Costa Transportation Authority (CCTA) .....	5
Transportation Development Act (TDA) Articles 4.0 and 4.5 .....	5
Federal Relief Funds.....	6
Low Carbon Transit Operations Program (LCTOP).....	7
BART Express Funds .....	7
FTA 5307 ADA Paratransit Operating Funds .....	7
Fees From Partner Agencies – LAVTA and One Seat .....	7
Operations Expenses .....	9
Wages and Benefits .....	10
Pensions .....	10
Services .....	11
Materials and Supplies.....	11
Casualty and Liability .....	11
Purchased Transportation .....	11
Purchased Transportation – Partner Agencies .....	11
Capital Expenditures .....	13
Forecast .....	14
Additional Schedules.....	15
Staffing Levels .....	15
Ten Year Capital Program .....	16
Ten Year Financial Forecast – Operating .....	17
Ten Year Financial Forecast – Capital .....	18
Ten Year TDA Reserves Projection.....	19
Operating Expense Detail .....	20

## County Connection Overview

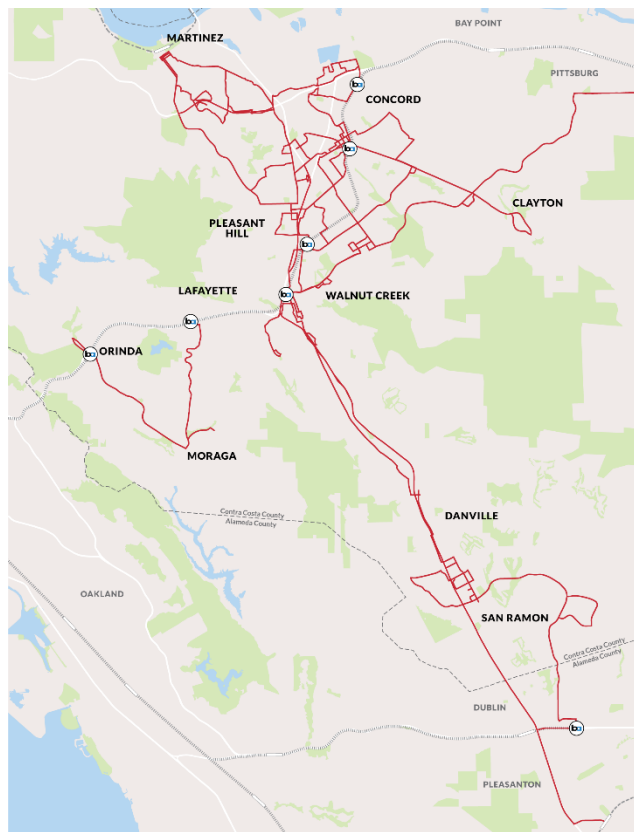
The Central Contra Costa Transit Authority (the “Authority” or “County Connection”) is a public transit agency operating fixed-route bus and ADA paratransit (County Connection LINK) service in and around Central Contra Costa County in the San Francisco Bay Area. County Connection is a Joint Powers Authority (JPA) formed in 1980, with one member of each jurisdiction comprising its 11-member Board of Directors. The jurisdictions that make up County Connection are the cities of Clayton, Concord, Lafayette, Martinez, Orinda, Pleasant Hill, San Ramon, Walnut Creek; the towns of Danville and Moraga; and certain unincorporated areas of Central Contra Costa County.

County Connection serves a dynamic and diverse modern suburban area that is spread out over a wide geographic area. County Connection patrons are economically diverse, and often transit dependent. Without County Connection services, many central Contra Costa County residents would have no transportation available for work, school, medical appointments or to take advantage of recreational opportunities. More information about County Connection can be found at [www.countyconnection.com](http://www.countyconnection.com).

### County Connection Service Profile

- Service Area: 200 square miles
- Service area population: 482,400
- Annual ridership for year-ended June 30, 2021: 1.2 million (Fixed-Route and Paratransit)
- Fleet size: 125 Fully Accessible Buses and 63 Passenger Vans (Paratransit)

**Figure 1: Service Area Map**



## Budget Summary

The FY 2023 Budget proposes \$47 million in operations expenses for fixed route and paratransit with revenues to offset these costs. An additional \$28 million is proposed in capital expenditures and associated revenue in the budget year. County Connection's main revenue source is Transportation Development Act (TDA) 4.0 funds from the Metropolitan Transportation Commission (MTC). The budget proposes using \$27 million in TDA funds, which is \$4 million more than the \$24 million that MTC estimates will be allocated. The excess \$4 million will be drawn from the Authority's TDA reserves and includes \$7.4 million being utilized in the capital program. At the end of FY 2023, the Authority's TDA reserve is projected to be \$31.7 million.

**Table 1: Budget Summary**

<p style="text-align: center;"><b>County Connection</b></p> <p style="text-align: center;"><b>CENTRAL CONTRA COSTA TRANSIT AUTHORITY</b></p> <p style="text-align: center;"><b>FY 2023 BUDGET SUMMARY</b></p>					
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Grand Total	\$ 36,651,565	\$ 45,553,434	\$ 39,968,298	\$ 75,681,493	89.4%

## COVID-19 Impacts

It has been two years since Contra Costa County Health Services implemented a shelter-in-place (SIP) order in response to the COVID-19 pandemic. Immediately following the SIP orders, public transit ridership fell to historic lows. The Authority followed health and safety recommendations by discontinuing fare collection in the initial months of the pandemic, requiring rear-door boarding, implementing mandatory social distancing and mask requirements, and enhanced cleaning protocols on all vehicles. Due to a devoted team of operators, mechanics, and other operational and administrative support staff, the Authority not only sustained local transit services throughout the pandemic, but also shifted service models to respond to other vital needs in the community by partnering with Meals on Wheels and county vaccination and testing clinics.

The initial impacts of the pandemic on the Authority's financial condition were swift and severe. The drop in ridership and temporary discontinuation of fare collection resulted in a loss of \$1.7 million in fare revenue from FY 2020 to FY 2021 alone. In addition, initial estimates from MTC were that TDA (based on sales taxes) would drop by 25% and State Transit Assistance (STA – based on diesel fuel taxes) would drop by 40% due to the ripple effects of the SIP orders on the economy.

Fortunately, statewide sales taxes and diesel fuel taxes were not as severely impacted as initially projected, similarly, TDA and STA revenues did not decline as dramatically as predicted. Local sales tax revenue in Contra Costa County (Measure J) also held steady through the pandemic and is projected to grow slightly in the coming fiscal year. In addition, substantial federal stimulus funding created a secure safety net that – in conjunction with service reductions – allowed the Authority to remain in operation despite unprecedented challenges.

Although there is still significant uncertainty about the long-term economic impacts of the pandemic, the Authority is doing what it can so transit benefits can help the community in economic rebound efforts. The Authority must also consider how FY 2023 expenses and service levels will impact future years once federal operating support is discontinued. While it is likely that subsidies could reach prior levels again in the next couple years, operations revenues are less likely to do so. Ridership is expected to recover slowly, potentially never reaching pre-pandemic levels, causing corresponding low levels of farebox revenue. Furthermore, oil and natural gas prices are extraordinarily volatile. One-time federal funding has been critical to ensure continuity of transit services and allowed the Authority to preserve jobs to allow for transit service to be restored as demand begins to recover. However, as reliable revenue streams return, it is important to remember that the Authority lost a couple years of revenue growth during the pandemic while contractual and inflationary factors that drive expense growth did not stop.

**Table 2: COVID Revenue Impacts**

Revenue Source	Growth Factor*	10-Year Period (FY20 - FY29)		
		Pre-COVID Projection	Post-COVID Actuals & Projection	Calculated Revenue Gain/(Loss)
Fares	0.52%	\$53,682,320	\$26,686,697	(\$26,995,623)
Advertising	1.30%	6,644,029	3,320,802	(3,323,227)
Federal Relief Funds	N/A	-	25,765,000	25,765,000
<b>TOTAL</b>		<b>\$60,326,349</b>	<b>\$30,007,499</b>	<b>(\$4,553,849)</b>

\*Calculated using historical average of 5 years pre-pandemic

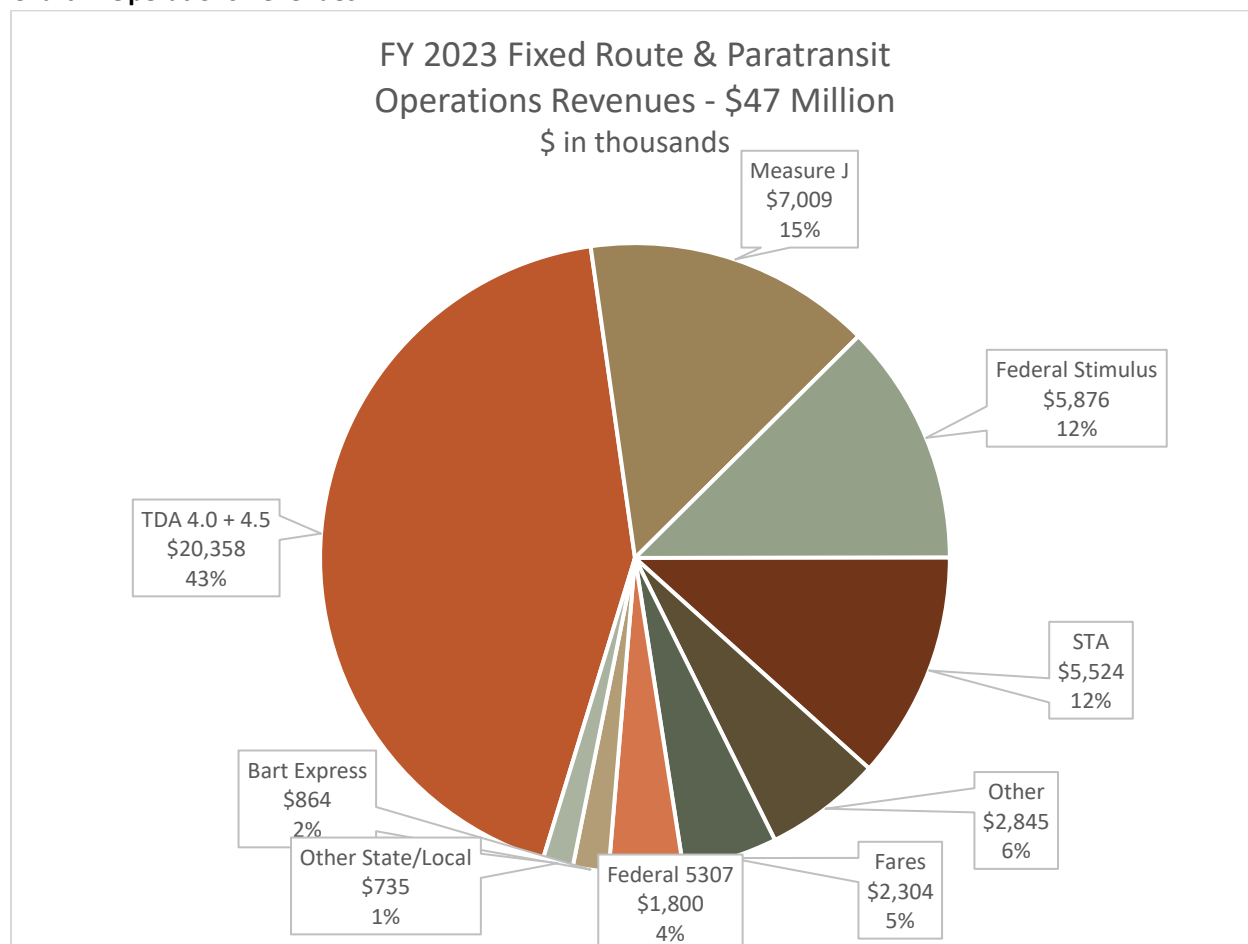
## Operating Revenues

County Connection relies on a mixed portfolio of revenue sources. TDA provides the majority of the Authority's operating funds. The primary revenue sources for County Connection operations are:

- Transportation Development Act (TDA)
- Measure J
- State Transit Assistance (STA)
- Federal operating and stimulus funds
- Passenger fares

To develop revenue projections for the FY 2023 budget, staff referred to the Metropolitan Transportation Commission (MTC) revenue projections for STA and TDA, used Contra Costa Transportation Authority (CCTA) estimates for Measure J, and applied conservative projections to federal operating funds and passenger fares.

**Chart 1: Operations Revenues**



## Fares

Prior to COVID-19, fare revenue was projected to exceed the FY 2020 budget of \$3 million due to a combination of fare increases in March 2019, more efficient routes, and Low Carbon Transit Operations Program (LCTOP) grant funding to subsidize free fares in the Monument Corridor. Actual fare revenue dropped to \$940 thousand

in FY 2021 but has begun to rebound with \$1.6 million (for both fixed-route and paratransit) estimated to be collected in FY 2022. The budget anticipates modest increases to fare revenues, with fares and ridership modeled to reach 70% of pre-pandemic levels by FY 2027.

### Special Services

Special services revenue represents agreements with various agencies such as BART (bus bridges), the City of Walnut Creek, St. Mary's, and others to provide transit services for agreed upon amounts. Some of the agreements that were in place pre-pandemic have not been renewed, causing declines in this revenue source.

### Advertising Revenue

In October 2020, the Board approved an amendment with the advertising vendor since they were also financially hit due to COVID-19. The amendment waived the minimum annual guarantee (MAG) provision and we agreed to receive 55% of revenue collected by the vendor. Current trends indicate that advertising revenue is regaining momentum, and staff is hopeful that the MAG provision can be restored by January 2023.

### State Transit Assistance (STA)

State Transit Assistance Funds (STA) funds are collected from the sales tax on diesel fuel. In FY 2018, Senate Bill 1 (SB1) increased the state gas tax to restore state transit funds back to historic levels. The State Controller follows a statutory allocation method to distribute funds to transit operators. In accordance with the statute, STA funding is split 50% based on (a) locally generated revenue expended on transit operations (revenue based) and 50% based on (b) the population of the County (population based). A stronger than expected economy has led to robust diesel consumption growth through the pandemic. Current data on diesel fuel indicates that diesel consumption is expected to grow until FY 2026. The current fund estimate from MTC projects that County Connection will receive \$5.5 million in total STA funds in FY 2023.

In FY 2019, MTC converted the STA population-based funds from a formula-based allocation to a County Block Grant that is administered by the local Congestion Management Agency (CMA), Contra Costa Transportation Authority (CCTA). Under the County Block Grant, 60% of block funds are guaranteed to small operators, including County Connection. The remaining 40% is subject to CCTA's process for allocation and is represented in the budget document as "non-guaranteed". The non-guaranteed amount for FY 2023 is \$1.3 million. Changes to the allocation of these non-guaranteed funds could have a lasting impact on the ability of County Connection to provide services in the future.

### Measure J – Contra Costa Transportation Authority (CCTA)

Measure J is a ½ cent sales tax in Contra Costa County administered by CCTA for transportation planning, projects, and programs. Measure J provides funding for fixed route and paratransit services to County Connection. CCTA projects that sales tax will slightly increase in FY 2023 as compared to FY 2022, at roughly \$110 million in Measure J revenue for the county as a whole. Therefore, staff is projecting a modest increase to FY 2023 Measure J revenue, estimating receipt of \$7 million.

### Transportation Development Act (TDA) Articles 4.0 and 4.5

Similar to Measure J local sales tax revenue, Transportation Development Act (TDA) funding is also generated from sales tax and has been less impacted by the pandemic than initially projected. TDA revenue is a ¼ cent state sales tax to finance transportation programs and projects. TDA revenue is not accrual based – it is based on actual cash receipts in the fiscal year.

TDA Article 4.0 funding is utilized on both fixed-route and paratransit expenses, while TDA Article 4.5 funding is limited to usage on specialized transportation services only, such as paratransit.

Current MTC estimates project that County Connection will be allocated \$24 million in TDA 4.0 funding in FY 2023. TDA 4.0 revenue is the Authority's revenue of last resort. Any unused TDA revenue allocation is held by MTC and made available in future years. The budget proposes the use of \$19.0 million in TDA operating and \$7.4 million in TDA capital funds, which is \$2.4 million more than the MTC estimate of \$24 million, with the difference drawing upon past reserves.

MTC estimates that County Connection will receive \$1.3 million in TDA 4.5 revenue, which will be utilized solely on paratransit services.

### Federal Relief Funds

County Connection has received timely and significant federal funding for transit operations. The federal government passed three relief bills that provided one-time funding for transit operators. These bills were the Coronavirus Aid, Relief, and Economic Security (CARES) Act, the Coronavirus Response and Relief Supplemental Appropriation Act of 2021 (CRRSAA)<sup>1</sup>, and the American Rescue Plan (ARP) Act of 2021. This funding has been provided at a 100 percent federal share, with no local match required. The funding has been made available to support capital, operating and other expenses generally eligible under those programs to prevent, prepare for, and respond to COVID-19. The Federal Transit Administration (FTA) allocated the formula funding to regions and states through the Section 5307 program.

The Metropolitan Transportation Commission (MTC) is the recipient of Section 5307 funds for the Bay Area. MTC worked quickly with all Bay Area transit agencies to develop a sub-allocation of the region's funding that reflects the initial needs of the transit agencies during this crisis and focused on restoring revenue losses for all operators.

County Connection utilized all \$11.8 million in CARES act funding in fiscal years 2020, 2021 and 2022. All \$3.7 million in allocated CRRSAA funding is projected to be utilized during fiscal year 2022.

ARP funding in the total amount of \$10.3 million has been allocated to County Connection. The application for these funds was temporarily held up during the recent Section 13(c) PEPRRA dispute. With the favorable outcome of this dispute earlier this year, federal grant applications are now again being considered for approval by the FTA. Once approved, County Connection can draw down on these funds for ARP-eligible projects. \$5.9 million has been budgeted in FY 2023, and \$3.9 million in FY 2024. All ARP funds must be obligated by September 30, 2024 and disbursed by September 30, 2029.

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<sup>1</sup> Due to certain limitations, County Connection was not eligible to receive CRRSAA funding directly, so a funding swap with Federal Transit Administration (FTA) Section 5307 funds was implemented by MTC.

**Table 3: Federal Relief Funds**

<b>Federal Relief Bill</b>	<b>County Connection Allocation (in thousands)</b>	<b>Anticipated Expenditure Year</b>
Coronavirus Aid, Relief, and Economic Security (CARES) Act	\$ 11,813	FY 2020, FY 2021, FY 2022
Coronavirus Response and Relief Supplemental Appropriation Act of 2021 (CRRSAA)	\$ 3,688	FY 2022
American Rescue Plan Act of 2021 (ARP)	\$ 10,264	FY 2023, FY 2024
<b>Total</b>	<b>\$ 25,765</b>	

### Low Carbon Transit Operations Program (LCTOP)

The Low Carbon Transit Operations Program (LCTOP) provides cap-and-trade funding for transit to reduce greenhouse gas (GHG) emissions and improve mobility, with a priority on serving disadvantaged communities (DACs). The Board of Directors has approved the utilization of these funds on service within DACs in the County Connection service area, plus fare subsidies on routes serving the Monument Corridor.

### BART Express Funds

A 1997 agreement between BART and four East Bay bus operators (County Connection, LAVTA, Tri-Delta, and WestCAT) established a funding mechanism for BART to support feeder bus operators using BART's STA Revenue-Based and TDA sales tax funds. Initial payment amounts were established by transition agreements, and subsequent payments over the last 25 years have been calculated based on changes to AB 1107 ½-cent sales tax revenues. Discussions are ongoing between BART, MTC, county transportation agencies, and the four East Bay bus operators regarding possible changes to the operator agreements which govern these payments. MTC estimates that County Connection will receive \$864 thousand from this funding arrangement in FY 2023. Future changes to this agreement have the potential to create a significant impact on County Connection's bottom line.

### FTA 5307 ADA Paratransit Operating Funds

Federal funds are made available to transit operators for ADA Paratransit operations under the Section 5307 Urbanized Area Formula Program. MTC is the designated recipient of FTA Section 5307 formula funds in the Concord urbanized area, and determines the allocation of these funds among area operators.

### Fees From Partner Agencies – LAVTA and One Seat

Fees from partner agencies are collected to offset the cost of managing shared paratransit and One Seat program expenses. Additional detail about these programs is provided in the expenses section of the budget document.

Table 4: Operating Revenues

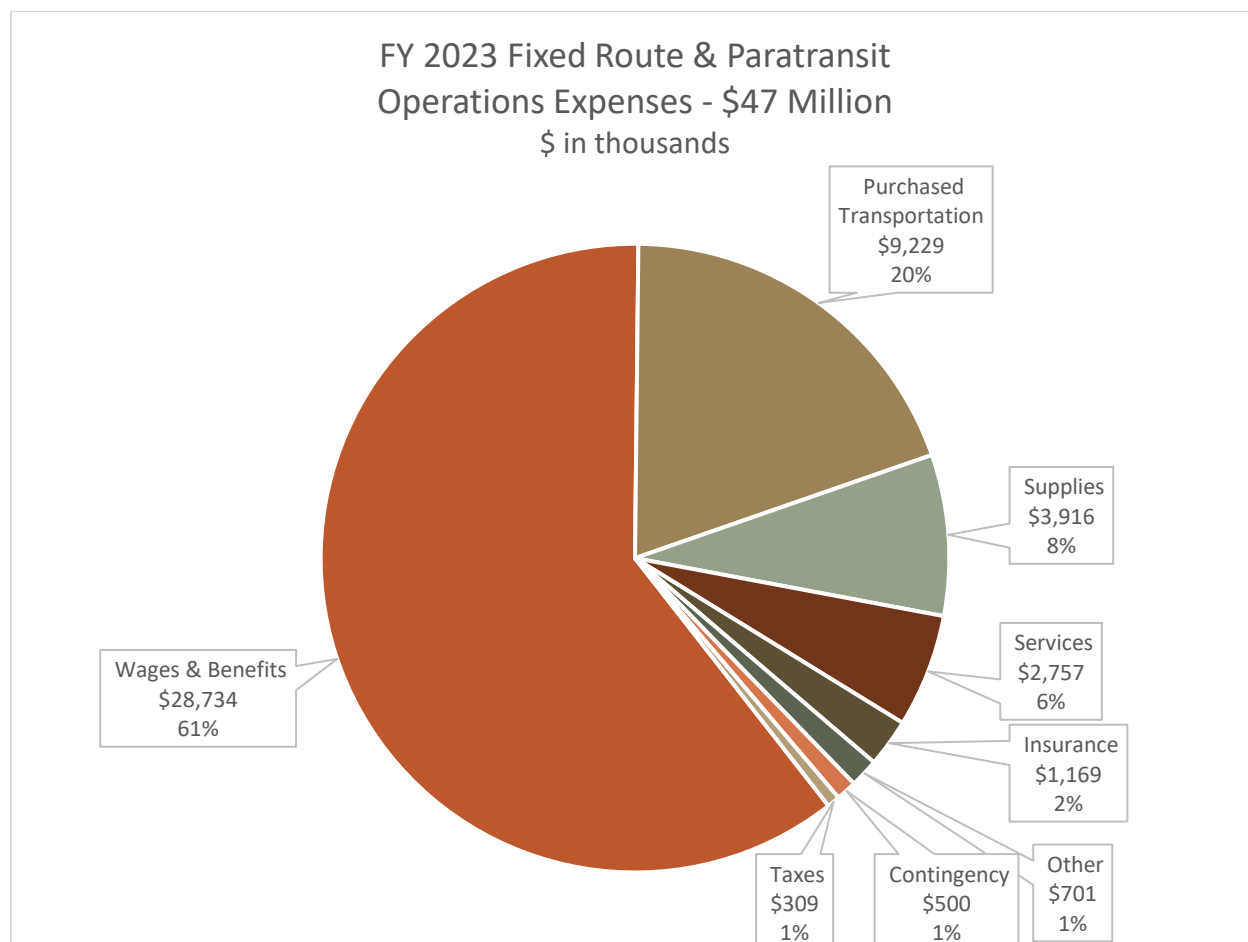
***County Connection***  
**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**FY 2023 PROPOSED BUDGET- OPERATING REVENUES**

Category	FY 2022 Budget	FY 2022 Estimated Actual	FY 2023 Proposed Budget	% change from FY 2022 Budget
<b>Fixed Route</b>				
Fare revenue	1,611,500	1,523,723	1,735,000	8%
Special service revenue	641,820	439,359	491,014	-23%
<b>Total Fares</b>	<b>2,253,320</b>	<b>1,963,082</b>	<b>2,226,014</b>	<b>-1%</b>
Advertising revenue	186,275	269,131	300,000	61%
Non-Operating rev	137,620	111,538	100,100	-27%
STA Population and Revenue	3,921,634	4,228,285	4,778,335	22%
Measure J	4,911,000	4,937,111	5,237,111	7%
TDA 4.0	15,469,409	11,319,287	17,333,307	12%
Federal Stimulus Funds	7,575,590	7,231,083	5,875,630	-22%
Low Carbon Transit Ops Prog	196,855	209,669	600,000	205%
BART Express Funds	891,994	891,994	864,033	-3%
Other State Grants	130,800	130,800	134,731	3%
Dougherty Valley Dev Fees	150,000	150,000	150,000	0%
Other Local Grants/Contributions	6,000	6,179	-	-100%
RM 2/Other- Express	102,464	118,255	117,538	15%
Lifeline	-	-	-	
<b>Subtotal Fixed Route</b>	<b>35,932,961</b>	<b>31,566,413</b>	<b>37,716,799</b>	<b>5%</b>
<b>Paratransit</b>				
Fare revenue	160,000	68,093	78,307	-51%
Fare revenue - LAVTA	389,313	-	-	-100%
Special service - One Seat Ride	50,000	158,939	182,779	266%
FTA Section 5307	1,240,000	1,240,000	1,800,000	45%
TDA 4.5	1,211,358	426,565	1,332,243	10%
TDA 4.0	1,807,036	2,364,302	1,692,514	-6%
Measure J	1,800,000	1,772,258	1,772,258	-2%
STA Paratransit & Rev based	612,000	659,855	745,694	22%
LAVTA Fees	1,900,766	1,245,212	1,770,634	-7%
BART ADA Service/Other	200,000	216,660	224,265	12%
<b>Subtotal Paratransit</b>	<b>9,370,473</b>	<b>8,151,884</b>	<b>9,598,694</b>	<b>2%</b>
<b>Total</b>	<b>45,303,434</b>	<b>39,718,297</b>	<b>47,315,493</b>	<b>4%</b>

## Operations Expenses

Prior to COVID-19, the authority was already dealing with financial challenges, as expenditure increases have been outpacing revenue sources. In 2019, the Authority addressed this structural deficit by modifying service delivery and increasing fares. This resulted in positive results from higher ridership and revenue, but COVID-19 took hold, and both significantly decreased. In March 2021, the County Connection Board approved a 13% service reduction (about \$3 million savings). The approved frequency reduction on 9 routes had been in place on a temporary basis since October 2020. County Connection staff have continued to monitor ridership trends and financial projections and have determined that it may be appropriate to plan for modest increases to service in FY 2023.

**Chart 2: Operations Expenses**



Major expenditure categories are discussed in greater detail below, and pages 20 to 34 of this report provide operating expense detail by general ledger account.

## Wages and Benefits

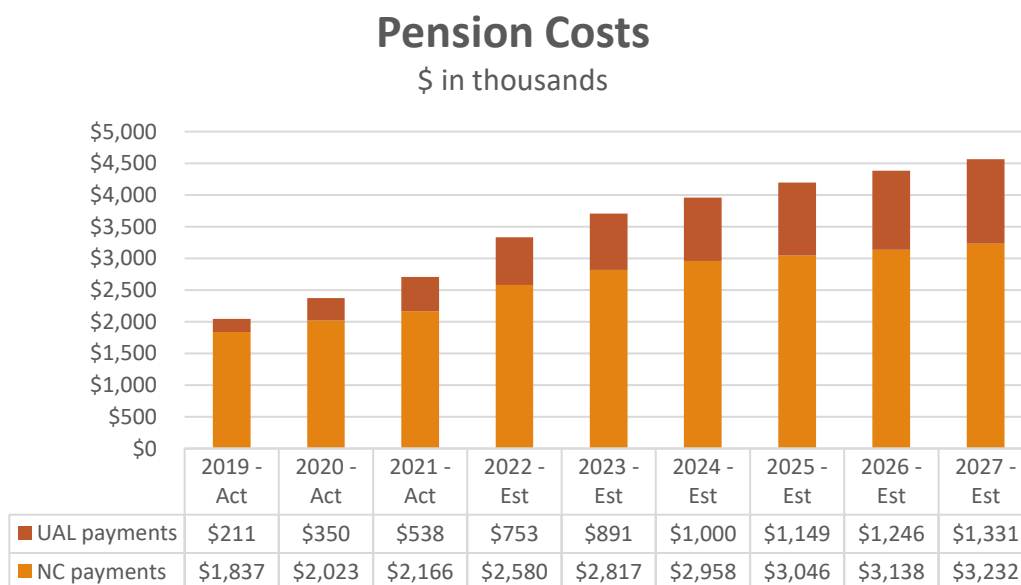
Wages and benefits are the Authority's largest expense. Even before the pandemic, the tight labor market was putting a stress on transit operators, making it difficult to attract and retain qualified bus operators and mechanics. These challenges were only exacerbated by the pandemic. The Authority has made changes to its pay scale for operators in response to these challenges, resulting in a more competitive compensation package. The effect of this change is represented in the budget and forecast. Two of the three Memorandums of Understanding (MOUs) with County Connection's collective bargaining units are up for negotiation in FY 2023. The budget assumes 3% cost of living increases as a standard placeholder, assumptions that recruitment efforts will result in filling vacant operator positions, plus a modest expansion to staffing levels to accommodate an increase to service levels. Refer to page 15 of this report for a detailed breakdown of staffing allocations by full-time equivalent (FTE).

## Pensions

County Connection contracts with the California Public Employees' Retirement System (CalPERS) for its employee defined-benefit pension plans. The Authority is statutorily required to pay the Annual Required Contribution (ARC) to CalPERS. The ARC comprises two elements; the Normal Cost (NC), which is the annual cost of service accrual, and the Unfunded Accrued Liability (UAL) payment, which represents the catch-up portion of costs. CalPERS calculates the NC and the UAL based on a 7.0% discount rate, which mirrors its 7.0% expected return on plan assets.

County Connection was able to absorb most of the financial issues with the Great Recession and its pension plan was 99.9% funded in FY 2017, because the pension benefits were not enhanced in the early 2000's like many other agencies. As of the most recent CalPERS actuarial valuation report, County Connection's plan is 87.9% funded. The employer NC rate will increase from 8.91% in FY 2022 to 9.3% in FY 2027. Also, because of lowering the discount rate from 7.5% to 7.0% in recent years, and phasing in investment losses from previous fiscal years, the Authority's UAL payments will increase from \$753 thousand in FY 2022 to \$1.3 million in FY 2027. Pension costs as projected will continue to represent a larger and larger share of total operating expenditures.

**Chart 3: CalPERS Pension Costs**



## Services

Expenses in the services category include legal fees, service repair, and promotions. Primary drivers of increases compared to the FY 2022 budget are increased usage of legal support, plus increased costs for bus engine repair.

## Materials and Supplies

The largest expense in the materials and supplies category is diesel fuel. Diesel prices are extraordinarily volatile in today's market. The budget includes conservative but realistic assumptions for pricing in the coming year.

## Casualty and Liability

General liability premiums and workers compensation rates are estimated to grow by 5% over FY 2022 budgeted amounts.

## Purchased Transportation

Purchased transportation for paratransit services is the Authority's second largest expense. The current contract with Transdev for paratransit services expires June 30, 2022, a procurement process to select a contractor for the next term is underway, with a recommendation being presented to the Board in June. The budget assumes rate increases in contract rates resulting from the RFP, and reductions in billable hours as the contract returns to a standard billable hour definition, resulting in overall budget savings as compared to the current contract.

## Purchased Transportation – Partner Agencies

The paratransit RFP includes formalizing a pilot project whereby the Authority partnered with Livermore Amador Valley Transit Authority (LAVTA) to serve riders in the regions of both agencies with collaborative and efficient service delivery. In addition, the "One Seat" ride paratransit pilot with adjacent operators proved to be a successful service delivery model, resulting in cost savings and an enhanced rider experience. Therefore, each of these shared services will continue under a new contract for paratransit services in the coming year. These costs are budgeted, but do not impact County Connection's bottom line since they are reimbursed in full by the partner agencies.

**Table 5: Operating Expenditures**

**County Connection**  
**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**FY 2023 PROPOSED BUDGET- OPERATING EXPENDITURES**

Category	FY 2021 Actual	FY 2022 Budget	FY 2022 Estimated Actual	FY 2023 Proposed Budget	% change from FY 2022 Budget
<b>Fixed Route</b>					
Wages	\$13,242,002	\$14,671,029	\$13,288,597	\$15,587,805	6.2%
Fringe benefits-paid time off	2,547,054	2,614,978	2,256,962	2,712,911	3.7%
Fringe benefits-other	8,024,106	9,433,437	8,549,285	10,014,492	6.2%
<b>Total Wages and benefits</b>	<b>23,813,162</b>	<b>26,719,444</b>	<b>24,094,843</b>	<b>28,315,209</b>	<b>6.0%</b>
Services	1,688,585	2,480,350	2,048,377	2,660,800	7.3%
Materials and supplies	2,288,274	2,596,800	3,170,484	3,912,400	50.7%
Utilities	310,867	354,000	324,205	344,500	-2.7%
Casualty and liability	943,892	1,097,500	1,097,500	1,152,375	5.0%
Taxes	228,805	255,015	328,653	309,015	21.2%
Leases and rentals	60,409	58,000	58,000	60,000	3.4%
Miscellaneous	72,754	207,590	170,925	237,500	14.4%
Purchased transportation	1,445,605	1,264,262	273,426	225,000	-82.2%
<b>Total Other Expenses (non-wages)</b>	<b>7,039,192</b>	<b>8,313,517</b>	<b>7,471,569</b>	<b>8,901,590</b>	<b>7.1%</b>
Contingency		900,000		500,000	-44.4%
<b>Subtotal Fixed Route</b>	<b>30,852,355</b>	<b>35,932,961</b>	<b>31,566,413</b>	<b>37,716,799</b>	<b>5.0%</b>
<b>Paratransit</b>					
Wages	215,688	225,242	278,274	286,622	27.3%
Fringe benefits	99,701	133,252	133,713	131,743	-1.1%
<b>Total Wages and benefits</b>	<b>315,389</b>	<b>358,494</b>	<b>411,987</b>	<b>418,365</b>	<b>16.7%</b>
Services	57,669	93,300	88,507	96,000	2.9%
Materials and supplies	731	3,000	490	4,000	33.3%
Utilities	37,567	41,000	35,668	39,000	-4.9%
Liability	13,566	16,100	16,100	16,905	5.0%
Miscellaneous	800	11,000	25,198	20,000	81.8%
Purchased transportation	4,303,121	6,557,500	6,170,261	7,052,906	7.6%
Purchased transp - for partners	323,367	2,290,079	1,403,674	1,951,519	-14.8%
<b>Total Other Expenses (non-wages)</b>	<b>4,736,821</b>	<b>9,011,979</b>	<b>7,739,898</b>	<b>9,180,330</b>	<b>1.9%</b>
<b>Subtotal Paratransit</b>	<b>5,052,210</b>	<b>9,370,473</b>	<b>8,151,885</b>	<b>9,598,694</b>	<b>2.4%</b>
<b>Total Operating Expenses</b>	<b>35,904,565</b>	<b>45,303,434</b>	<b>39,718,298</b>	<b>47,315,493</b>	<b>4.4%</b>
GASBs 68 Pension & 75 OPEB	891,047	-	-	-	
<b>Total Expenses</b>	<b>\$36,795,612</b>	<b>\$45,303,434</b>	<b>\$39,718,298</b>	<b>\$47,315,493</b>	<b>4.4%</b>

## Capital Expenditures

The forecast assumes baseline capital expenditures based on the 2016-2025 Short Range Transit Plan (SRTP) completed in March 2016. The SRTP was based on information at that time and assumed a 40-vehicle fleet replacement to begin in FY 2023. Staff intends to initiate this procurement in FY 2023 in accordance with this schedule.

Replacement of 21 paratransit vehicles were also scheduled for FY 2022; this purchase has been pushed forward to FY 2023.

An update to the SRTP is currently underway. In addition to baseline capital expenditures, several necessary facility maintenance and modernization projects are included in the budget and forecast. Major project additions include a fuel tank replacement, replacement of the five hydraulic lifts, concrete pad repairs, expansion of the upper parking lot, and necessary elevator improvements in both main buildings.

**Table 6: Capital Program – Budget Year**

***County Connection***  
**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**FY 2023 CAPITAL PROGRAM-BUDGET YEAR**  
(\$ in thousands)

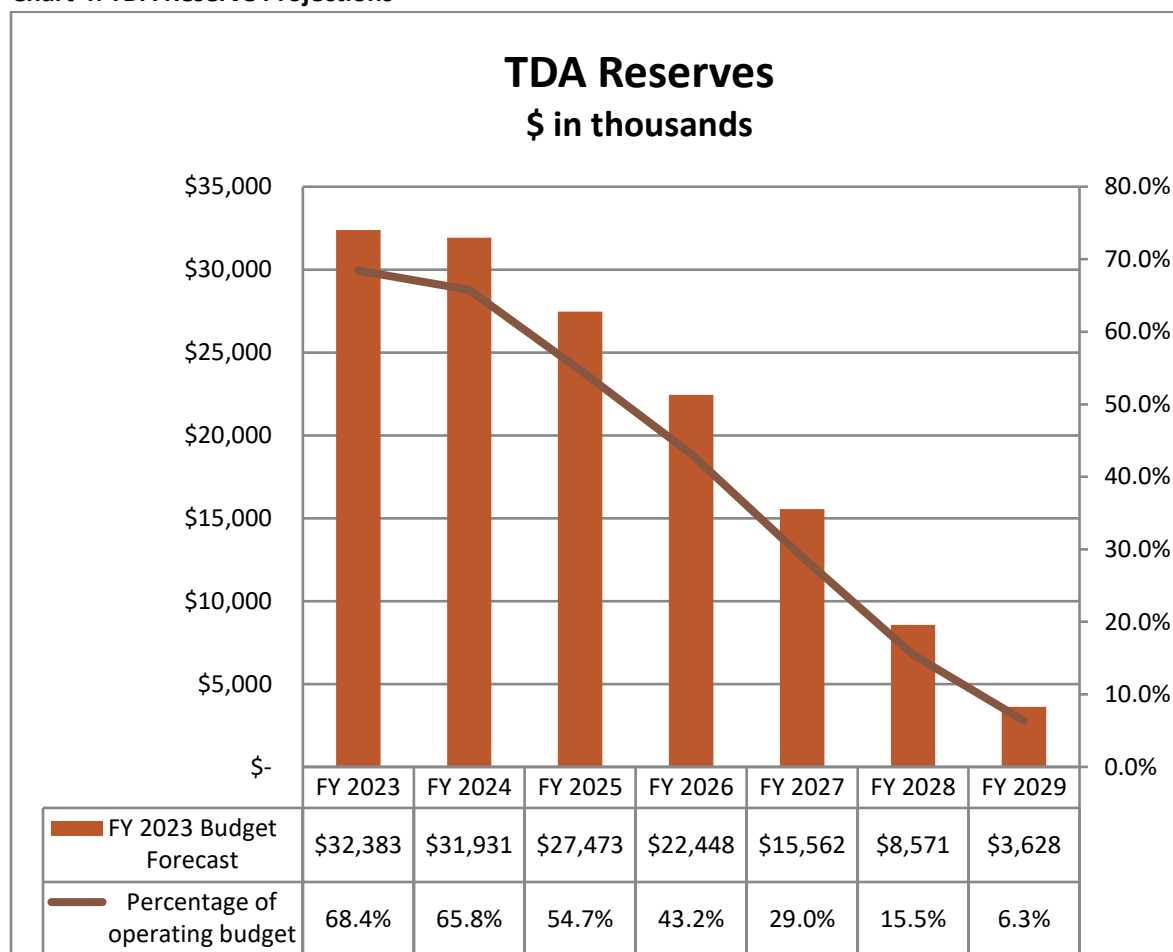
<b>Capital Category</b>	<b>Funding Source</b>		
	<b>Federal 5307</b>	<b>MTC TDA</b>	<b>Total</b>
Non Revenue Fleet	-	99	99
Revenue Fleet	\$ 20,958	\$ 4,919	\$ 25,877
Facility Maintenance and Modernization	-	2,180	2,180
Street Amenities	-	-	-
Information Technology	-	80	80
Maintenance Equipment & Tools	-	50	50
Office Furniture and Equipment	-	80	80
<b>Total</b>	<b>\$ 20,958</b>	<b>\$ 7,408</b>	<b>\$ 28,366</b>

The ten-year capital program can be found at page 16 of this report.

## Forecast

Using the current assumptions for fixed route and paratransit services, there are sufficient TDA reserves (25% or above) through FY 2027, due to the injection of federal relief funds during the pandemic. The FY 2023 proposed budget and forecast assumes revenue recovery over the next couple of years, with TDA, STA and Measure J revenue at current estimates and continuing to grow conservatively by 3% a year, which is lower than the average growth of these revenues pre-pandemic. The budget and forecast also include increases to ridership and passenger fares, leveling off at 70% of pre-pandemic levels by FY 2027.

**Chart 4: TDA Reserve Projections**



A financial forecast of operating and capital expenditures can be found at pages 17 to 18 of this document. A breakdown of TDA reserve utilization and projected fund balance can be found at page 19.

Table 7: Staffing Levels

**County Connection**  
**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**STAFFING**

Position Type	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGETED	FY 2022 ACTUAL	FY 2023 PROPOSED
<b>Transportation</b>						
Transportation administration	4.0	3.0	4.0	4.0	4.0	4.0
Training	1.0	2.0	0.0	1.0	1.0	1.0
Transit Supervisor/Dispatcher	11.0	12.0	11.0	11.0	11.0	12.0 (a)
	16.0	17.0	15.0	16.0	16.0	17.0
Full-time runs	116.0	116.0	108.0	111.0	100.0	115.0
Part-time runs	4.0	4.0	3.0	4.0	4.0	4.0
Full-time stand-by (Protection)	36.0	34.0	39.0	36.0	35.0	36.0
	156.0	154.0	150.0	151.0	139.0	155.0 (b)
<b>Total Transportation</b>	<b>172.0</b>	<b>171.0</b>	<b>165.0</b>	<b>167.0</b>	<b>155.0</b>	<b>172.0</b>
<b>Maintenance</b>						
Maintenance administration	5.0	5.0	5.0	5.0	5.0	5.0
Facilities	6.0	6.0	6.0	6.0	6.0	6.0
	11.0	11.0	11.0	11.0	11.0	11.0
Mechanic, Level VI	3.0	2.0	2.0	4.0	1.0	4.0
Mechanic, Level V	3.0	3.0	3.0	3.0	2.0	3.0
Mechanic, Level IV	5.0	5.0	4.0	5.0	4.0	5.0
Mechanic, Level III	6.0	5.0	5.0	5.0	5.0	5.0
Mechanic, Level II	-	-	2.0	2.0	2.0	2.0
Mechanic, Level I	2.0	2.0	-	0.0	2.0	-
Bus service workers	9.0	9.0	8.0	11.0	10.0	11.0
	28.0	26.0	24.0	30.0	26.0	30.0
<b>Total Maintenance</b>	<b>39.0</b>	<b>37.0</b>	<b>35.0</b>	<b>41.0</b>	<b>37.0</b>	<b>41.0</b>
<b>General Administration</b>						
General Administration	4.0	4.0	4.0	4.0	4.0	4.0
Stores & Procurement	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
Finance	5.0	5.0	5.0	5.0	5.0	5.0
Human Resources	3.0	3.0	2.0	2.0	2.0	2.0
Marketing	1.0	1.0	1.0	1.0	1.0	2.0 (c)
Customer service	6.0	6.0	6.0	6.0	6.0	6.0
IT	4.0	4.0	3.0	3.0	3.0	3.0
Planning/Scheduling	6.0	4.0	5.0	5.0	4.0	6.0 (d)
Subtotal in full time equivalents	32.0	30.0	29.0	29.0	28.0	31.0
<b>Fixed Route Operations Total</b>	<b>243.0</b>	<b>238.0</b>	<b>229.0</b>	<b>237.0</b>	<b>220.0</b>	<b>244.0</b>
Paratransit	3.0	3.0	3.0	3.0	4.0	4.0 (e)
<b>Total Operations</b>	<b>246.0</b>	<b>241.0</b>	<b>232.0</b>	<b>240.0</b>	<b>224.0</b>	<b>248.0</b>

(a) Addition of one Supervisor

(b) Increase total Operator pool to pre-pandemic level

(c) Director of Marketing vacancy

(d) Planning Manager vacancy plus addition of Grants Administrator

(e) Addition of Manager of Accessible Services in FY22

Table 8: Ten Year Capital Program

**County Connection**  
**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**CAPITAL PROGRAM**  
**FISCAL YEARS 2020 - 2029**  
*\$ In Thousands*

	actuals		estimated	proposed	projected					
Capital Program (a):	FY2020	FY2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Non Revenue Fleet	\$ 369	\$ 367	\$ -	\$ 99	\$ 126	\$ 109	\$ -	\$ 70	\$ 70	\$ 100
Revenue Fleet	-	-	-	25,877	-	-	-	16,857	15,673	-
Facility Maintenance & Modernization	100	100	50	2,180	4,480	2,080	2,080	225	100	250
Street Amenities	-	-	50	-	50	-	70	50	-	50
Information Technology	85	180	50	80	150	85	100	150	100	350
Maintenance Equipment & Tools	65	50	50	50	250	50	50	-	50	150
Office Furniture and Equipment	70	50	50	80	100	100	80	25	50	50
<b>Total Capital Program</b>	<b>\$ 689</b>	<b>\$ 747</b>	<b>\$ 250</b>	<b>\$ 28,366</b>	<b>\$ 5,156</b>	<b>\$ 2,424</b>	<b>\$ 2,380</b>	<b>\$ 17,377</b>	<b>\$ 16,043</b>	<b>\$ 950</b>
Capital Program by Service:										
Fixed-Route	\$ 689	\$ 747	\$ 250	\$ 27,177	\$ 5,156	\$ 2,424	\$ 2,380	\$ 17,377	\$ 16,043	\$ 950
Paratransit	-	-	-	1,189	-	-	-	-	-	-
<b>Total Capital Program by Service</b>	<b>\$ 689</b>	<b>\$ 747</b>	<b>\$ 250</b>	<b>\$ 28,366</b>	<b>\$ 5,156</b>	<b>\$ 2,424</b>	<b>\$ 2,380</b>	<b>\$ 17,377</b>	<b>\$ 16,043</b>	<b>\$ 950</b>
Capital Funding by Source	FY2020	FY2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Federal 5307	\$ -	\$ -	\$ -	20,958	\$ -	\$ -	\$ -	\$ 13,636	\$ 12,677	\$ -
State - LCTOP	-	-	-	-	-	-	-	-	-	-
Bridge Toll Revenue	-	-	-	-	-	-	-	-	-	-
Transportation Development Act	689	747	250	7,408	6,656	2,424	2,380	3,741	3,366	950
Transportation Development Act Rollover	-	-	-	-	-	-	-	-	-	-
<b>Total Capital Funding by Source</b>	<b>\$ 689</b>	<b>\$ 747</b>	<b>\$ 250</b>	<b>\$ 28,366</b>	<b>\$ 6,656</b>	<b>\$ 2,424</b>	<b>\$ 2,380</b>	<b>\$ 17,377</b>	<b>\$ 16,043</b>	<b>\$ 950</b>
Revenue Fleet Replacements	FY2020	FY2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2028 (a)
# Fixed Route Vehicles	-	-	-	40	-	-	-	40	-	-
# Paratransit Vehicles	-	-	-	15	-	-	-	-	-	-
<b>Total Revenue Fleet Replacement</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>55</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>40</b>	<b>-</b>	<b>-</b>

(a) The Capital Program does not include costs associated with electrification of the bus fleet nor the required infrastructure, which are currently being studied.

Table 9: Ten Year Financial Forecast - Operating

**County Connection**  
**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**FINANCIAL FORECAST**  
**FISCAL YEARS 2020 - 2029 \$ In Thousands**

	actuals		estimated	proposed	projected					
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
<b>Revenue Hours</b>	<b>206,764</b>	<b>178,422</b>	<b>180,000</b>	<b>184,500</b>	<b>189,113</b>	<b>193,840</b>	<b>198,686</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>
Passenger Fares	2,646	942	1,524	1,735	1,778	1,823	1,868	1,915	1,915	1,915
Special Fares	1,652	350	439	491	565	649	649	649	649	649
Advertising	453	69	269	300	344	354	361	368	375	375
Non-Operating Revenue	375	175	112	100	101	102	103	104	105	106
FEMA - COVID	33	(33)	-	-	-	-	-	-	-	-
Federal Stimulus Funds	5,541	1,359	7,231	5,876	3,917	-	-	-	-	-
LCTOP Utilization	388	235	210	600	197	197	197	197	197	197
Other State Grants - SB1 State of Good Repair	124	64	131	135	135	135	135	135	135	135
STA Population & Revenue Based Guarantee	3,562	2,486	2,896	3,433	3,442	3,524	3,608	3,694	3,768	3,844
STA Population & Revenue Based - Non Guar	1,470	1,318	1,332	1,345	1,358	1,372	1,386	1,399	1,427	1,456
TDA 4.0 Utilization	8,986	16,747	11,319	17,334	20,335	25,125	26,188	27,202	28,244	29,244
Measure J	4,960	5,278	4,937	5,237	5,342	5,476	5,613	5,781	5,954	6,228
BART Express Funds	862	938	892	864	873	881	890	899	917	935
Dougherty Valley Dev Fees	152	126	150	150	-	-	-	-	-	-
Other Local Grants	-	426	6	-	-	-	-	-	-	-
RM2/Other - Express	84	151	118	118	118	118	118	118	118	118
Lifeline	230	223	-	-	-	-	-	-	-	-
<b>TOTAL FIXED ROUTE OPERATING REVENUE</b>	<b>31,518</b>	<b>30,852</b>	<b>31,567</b>	<b>37,717</b>	<b>38,506</b>	<b>39,756</b>	<b>41,116</b>	<b>42,462</b>	<b>43,804</b>	<b>45,202</b>
<b>Op Expenses w/o contingency and GASB adjustments</b>	<b>31,168</b>	<b>30,314</b>	<b>30,813</b>	<b>36,326</b>	<b>37,506</b>	<b>38,607</b>	<b>39,870</b>	<b>41,131</b>	<b>42,443</b>	<b>43,787</b>
<i>CalPERS UAL Expense</i>	<b>350</b>	<b>538</b>	<b>753</b>	<b>891</b>	<b>1,000</b>	<b>1,149</b>	<b>1,246</b>	<b>1,331</b>	<b>1,361</b>	<b>1,415</b>
% change over prior year	-0.4%	-2.1%	2.3%	17.9%	3.5%	3.2%	3.4%	3.3%	3.2%	3.2%
<b>GASB 68 Pension &amp; GASB 75 OPEB adjustment</b>	<b>1,659</b>	<b>891</b>								
<b>Operating expense contingency</b>	<b>-</b>	<b>-</b>		<b>500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL FIXED ROUTE OPERATING EXPENSES</b>	<b>33,177</b>	<b>31,743</b>	<b>31,566</b>	<b>37,717</b>	<b>38,506</b>	<b>39,756</b>	<b>41,116</b>	<b>42,462</b>	<b>43,804</b>	<b>45,202</b>
% change over prior year	3.92%	-4.32%	-0.56%	19.49%	2.09%	3.25%	3.42%	3.27%	3.16%	3.19%
<b>Revenue Hours</b>	<b>57,485</b>	<b>29,142</b>	<b>50,000</b>	<b>60,000</b>	<b>66,000</b>	<b>75,900</b>	<b>91,080</b>	<b>109,296</b>	<b>112,575</b>	<b>115,952</b>
Passenger Fares	398	74	68	78	108	151	168	168	168	168
Passenger Fares - One Seat Ride Demo	-	38	159	183	-	-	-	-	-	-
FTA Section 5307	1,395	1,046	1,240	1,800	1,800	1,800	1,800	1,800	1,800	1,800
Federal Stimulus Funds	1,370	-	-	-	-	-	-	-	-	-
TDA 4.5	918	591	427	1,332	1,370	1,408	1,447	1,488	1,529	1,572
TDA 4.0	(596)	334	2,364	1,693	2,063	2,294	2,554	2,769	2,959	3,099
Measure J	1,814	1,937	1,773	1,771	1,806	1,851	1,897	1,954	2,013	2,106
STA Paratransit & Revenue Based	783	534	660	746	834	851	860	868	877	886
LAVTA Fares/Fees Demonstration	-	294	1,245	1,771	1,824	1,879	1,935	1,993	2,053	2,115
Bart ADA service	205	204	217	224	226	228	230	232	234	236
<b>TOTAL PARATRANSIT OPERATING REVENUE</b>	<b>6,287</b>	<b>5,052</b>	<b>8,151</b>	<b>9,599</b>	<b>10,031</b>	<b>10,462</b>	<b>10,891</b>	<b>11,272</b>	<b>11,633</b>	<b>11,982</b>
<b>TOTAL PARATRANSIT OPERATING EXPENSES</b>	<b>6,287</b>	<b>5,052</b>	<b>8,152</b>	<b>9,599</b>	<b>10,031</b>	<b>10,462</b>	<b>10,891</b>	<b>11,272</b>	<b>11,633</b>	<b>11,982</b>
% change over prior year	-0.1%	-19.6%	61.4%	17.8%	4.5%	4.3%	4.1%	3.5%	3.2%	3.0%
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 39,464</b>	<b>\$ 36,795</b>	<b>\$ 39,718</b>	<b>\$ 47,316</b>	<b>\$ 48,537</b>	<b>\$ 50,218</b>	<b>\$ 52,008</b>	<b>\$ 53,734</b>	<b>\$ 55,438</b>	<b>\$ 57,184</b>

Table 10: Ten Year Financial Forecast - Capital

**County Connection**  
**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**FINANCIAL FORECAST**  
**FISCAL YEARS 2020 - 2029 \$ In Thousands**

	actuals		estimated	proposed	projected					
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
<b>Capital Revenue</b>										
Federal 5307	-	-	-	20,958	-	-	-	13,636	12,677	-
State Prop 1B PTMISEA - Rolling Stock	-	-	-	-	-	-	-	-	-	-
State Prop 1B PTMISEA - Facility Rehab	-	-	-	-	-	-	-	-	-	-
State - LCTOP	-	-	-	-	-	-	-	-	-	-
Lifeline - 1B Population based Bonds	-	-	-	-	-	-	-	-	-	-
Transportation Development Act	689	747	250	7,408	2,747	2,424	2,380	3,741	3,366	950
<b>TOTAL CAPITAL REVENUE</b>	<b>\$ 689</b>	<b>\$ 747</b>	<b>\$ 250</b>	<b>\$ 28,366</b>	<b>\$ 2,747</b>	<b>\$ 2,424</b>	<b>\$ 2,380</b>	<b>\$ 17,377</b>	<b>\$ 16,043</b>	<b>\$ 950</b>
	<b>\$ 689</b>	<b>\$ 747</b>	<b>\$ 250</b>	<b>\$ 28,366</b>	<b>\$ 2,747</b>	<b>\$ 2,424</b>	<b>\$ 2,380</b>	<b>\$ 17,377</b>	<b>\$ 16,043</b>	<b>\$ 950</b>

Table 11: Ten Year TDA Reserves Projection

**County Connection**  
**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**TDA RESERVES**  
**FISCAL YEARS 2020 - 2029 \$ In Thousands**

	actuals		estimated	proposed	projected					
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Beginning Balance	\$ 18,359	\$ 27,818	\$ 31,513	\$ 34,797	\$ 32,383	\$ 31,931	\$ 27,473	\$ 22,448	\$ 15,562	\$ 8,571
TDA 4.0 Allocation	\$ 18,538	\$ 21,522	\$ 20,906	\$ 24,021	\$ 24,694	\$ 25,385	\$ 26,096	\$ 26,827	\$ 27,578	\$ 28,350
% change over prior year	-2.65%	16.10%	-2.87%	14.90%	2.80%	2.80%	2.80%	2.80%	2.80%	2.80%
<b>TDA 4.0 Needed for Operations and Capital:</b>										
Used for Fixed route operations	(8,986)	(16,747)	(11,319)	(17,334)	(20,335)	(25,125)	(26,188)	(27,202)	(28,244)	(29,244)
Used for Paratransit operations	596	(334)	(2,364)	(1,693)	(2,063)	(2,294)	(2,554)	(2,769)	(2,959)	(3,099)
TDA Used for Operations	(8,390)	(17,081)	(13,683)	(19,027)	(22,398)	(27,419)	(28,742)	(29,972)	(31,203)	(32,343)
Used for Capital Program	(689)	(747)	(250)	(7,408)	(2,747)	(2,424)	(2,380)	(3,741)	(3,366)	(950)
<b>Ending TDA Reserve</b>	<b>\$ 27,818</b>	<b>\$ 31,513</b>	<b>\$ 38,485</b>	<b>\$ 32,383</b>	<b>\$ 31,931</b>	<b>\$ 27,473</b>	<b>\$ 22,448</b>	<b>\$ 15,562</b>	<b>\$ 8,571</b>	<b>\$ 3,628</b>
Number Of Months of Operating Expenses in Reserve	8.5	10.3	11.6	8.2	7.9	6.6	5.2	3.5	1.9	0.8
Percentage of operating budget	70.5%	85.6%	96.9%	68.4%	65.8%	54.7%	43.2%	29.0%	15.5%	6.3%

Table 12: Operating Expense Detail

**County Connection****CENTRAL CONTRA COSTA TRANSIT AUTHORITY****OPERATING EXPENSE DETAIL**

Account Desc	FY 2021 Actual	FY 2022 Budget	FY 2022	Over (Under)	FY 2023	Over (Under)	
			Estimated	FY 2022	Proposed	\$	%
			Actual	Budget	Budget	FY 2022 Budget	FY 2022 Budget
FIXED ROUTE							
Wages, Operators	7,223,717	7,940,000	7,361,589	(578,411)	8,289,360	349,360	
Wages, Operator/trainer	34	60,000	-	(60,000)	150,000	90,000	
Wages, Trans Admin	1,118,548	1,182,628	1,148,492	(34,136)	1,241,134	58,506	
Wages, Scheduling	83,853	77,757	87,639	9,882	90,268	12,511	
Wages, Maint Admin	530,758	543,367	404,805	(138,562)	559,668	16,301	
Wages, Building Maint.	401,137	382,786	475,776	92,990	490,049	107,263	
Wages, Customer Service	371,963	378,705	356,530	(22,175)	390,066	11,361	
Wages, Promotion	64,049	62,705	59,602	(3,103)	156,763	94,058	
Wages, EE Services	209,755	201,713	208,071	6,358	207,764	6,051	
Wages, Finance	422,053	467,045	325,892	(141,153)	480,681	13,636	
Wages, Safety & Trng	-	110,243	46,607	(63,636)	113,550	3,307	
Wages, General Admin	612,943	617,942	586,258	(31,684)	636,105	18,163	
Wages, Board	22,500	26,400	16,878	(9,522)	26,400	-	
Wages, Planning	790,294	764,856	800,930	36,074	845,467	80,611	
Wages, Service Workers	390,455	535,670	426,781	(108,889)	551,740	16,070	
Wages, Serv Wrkr Bonus	1,114	1,750	635	(1,115)	1,803	53	
Wages, Mechanics	978,273	1,306,212	965,347	(340,865)	1,345,398	39,186	
Wages, Mechanic Bonus	5,642	11,250	5,681	(5,569)	11,588	338	
COVID Vaccine incentives	14,915	-	11,085	11,085	-	-	
Total Wages	13,242,002	14,671,029	13,288,597	(1,382,432)	15,587,805	916,776	6.2%
Sick, Operators	454,450	400,000	306,531	(93,469)	417,600	17,600	
Sick, Trans Admin	91,644	34,112	56,684	22,572	35,135	1,023	
Sick, Scheduling	1,029	2,320	-	(2,320)	-	(2,320)	
Sick, Maintenance Admin	6,642	16,184	24,555	8,371	16,670	486	
Sick, Building Maintenance.	15,306	10,980	13,008	2,028	11,309	329	
Sick, Customer Svc	6,464	10,591	4,869	(5,722)	10,909	318	
Sick, Promotion	2,244	1,871	7,265	5,394	1,927	56	
Sick, EE Services	3,139	6,017	1,547	(4,470)	6,198	181	
Sick, Finance	6,078	13,356	7,765	(5,591)	13,757	401	
Sick, Safety & Training	-	3,289	-	(3,289)	3,388	99	

## County Connection

### CENTRAL CONTRA COSTA TRANSIT AUTHORITY

#### OPERATING EXPENSE DETAIL

Account Desc	FY 2021 Actual	FY 2022 Budget	FY 2022 Estimated Actual	Over (Under) FY 2022 Budget	FY 2023 Proposed Budget	Over (Under)	Over (Under)
						\$	%
						FY 2022 Budget	FY 2022 Budget
Sick, General Admin	8,139	17,837	1,844	(15,993)	18,372	535	
Sick, Planning	3,516	22,065	3,958	(18,107)	22,727	662	
Sick, Service Workers	8,342	42,272	22,704	(19,568)	43,540	1,268	
Sick, Mechanics	108,203	37,476	45,154	7,678	38,600	1,124	
Sick, Operators - COVID-19	98,349	100,000	16,870	(83,130)	104,400	4,400	
Sick, Trans Admin - COVID-19	1,408	-	4,363	4,363	-	-	
Sick, Building Maintenance. - COVID-19	11,861	-	1,794	1,794	-	-	
Sick, Customer Svc - COVID-19	-	-	2,412	2,412	-	-	
Sick, General Admin - COVID-19	3,518	-	2,334	2,334	-	-	
Sick, Service Workers - COVID-19	2,077	-	9,574	9,574	-	-	
Sick, Mechanics - COVID-19	6,923	-	5,860	5,860	-	-	
<b>Total Sick Pay</b>	<b>841,911</b>	<b>718,370</b>	<b>539,091</b>	<b>(179,279)</b>	<b>744,532</b>	<b>26,162</b>	<b>3.6%</b>
Holiday, Operators	357,980	400,400	343,051	(57,349)	418,018	17,618	
Holiday, Trans Admin	57,998	62,319	64,492	2,173	64,189	1,870	
Holiday, Scheduling	4,048	4,237	5,561	1,324	5,728	1,491	
Holiday, Maintenance Admin	29,116	29,566	26,030	(3,536)	30,453	887	
Holiday, Building Maintenance.	18,695	20,059	23,078	3,019	20,661	602	
Holiday, Customer Svc	18,266	19,346	17,525	(1,821)	19,926	580	
Holiday, Promotion	2,994	3,417	5,529	2,112	3,520	103	
Holiday, EE Services	10,059	10,992	11,705	713	11,322	330	
Holiday, Finance	20,866	24,399	19,258	(5,141)	25,131	732	
Holiday, Safety & Training	-	6,008	1,462	(4,546)	6,188	180	
Holiday, General Admin	34,325	32,583	35,552	2,969	33,560	977	
Holiday, Planning	40,950	40,309	43,279	2,970	41,518	1,209	
Holiday, Service Workers	21,040	27,900	20,211	(7,689)	28,737	837	
Holiday, Mechanics	52,648	69,261	61,821	(7,440)	71,339	2,078	
<b>Total Holiday Pay</b>	<b>668,986</b>	<b>750,796</b>	<b>678,552</b>	<b>(72,244)</b>	<b>780,289</b>	<b>29,493</b>	<b>3.9%</b>

**County Connection**  
**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**OPERATING EXPENSE DETAIL**

Account Desc	FY 2021 Actual	FY 2022 Budget	FY 2022 Estimated Actual	Over (Under) FY 2022 Budget	FY 2023 Proposed Budget	Over (Under)	Over (Under)
						\$ FY 2022 Budget	% FY 2022 Budget
Vacation, Operators	506,254	535,600	491,816	(43,784)	559,166	23,566	
Vacation, Trans Admin	94,831	92,404	89,596	(2,808)	95,176	2,772	
Vacation, Scheduling	6,970	7,062	6,661	(401)	6,861	(201)	
Vacation, Maintenance Admin	45,335	48,474	35,900	(12,574)	49,928	1,454	
Vacation, Building Maintenance.	27,117	24,967	30,063	5,096	25,716	749	
Vacation, Customer Svc	26,164	24,718	25,059	341	25,460	742	
Vacation, Promotion	5,621	5,695	5,257	(438)	5,866	171	
Vacation, EE Services	18,083	18,320	17,161	(1,159)	18,870	550	
Vacation, Finance	25,826	33,848	16,885	(16,963)	34,863	1,015	
Vacation, Safety & Training	-	10,013	3,371	(6,642)	10,313	300	
Vacation, General Admin	43,152	46,778	38,197	(8,581)	48,181	1,403	
Vacation, Planning	62,246	54,506	57,603	3,097	56,141	1,635	
Vacation, Service Wrkrs	22,203	30,938	22,422	(8,516)	31,866	928	
Vacation, Mechanics	76,920	112,005	71,763	(40,242)	115,365	3,360	
Vacation, Operators COVID	4,514	-	-	-	-	-	
<b>Total Accrued Vacation</b>	<b>965,239</b>	<b>1,045,328</b>	<b>911,753</b>	<b>(133,575)</b>	<b>1,083,773</b>	<b>38,445</b>	<b>3.7%</b>
Abs Pay, Operators	21,734	58,500	58,500	-	61,074	2,574	
Abs Pay, Trans Admin	3,734	6,361	6,361	-	6,552	191	
Abs Pay, Scheduling	-	432	432	-	445	13	
Abs Pay, Maintenance Admin	-	3,018	3,018	-	3,109	91	
Abs Pay, Building Maintenance.	1,154	2,047	2,047	-	2,108	61	
Abs Pay, Customer Svc	732	1,974	1,974	-	2,033	59	
Abs Pay, Promotion	-	349	349	-	359	10	
Abs Pay, EE Services	-	1,121	1,121	-	1,155	34	
Abs Pay, Finance	-	2,489	2,489	-	2,564	75	
Abs Pay, Safety & Training	-	613	613	-	631	18	
Abs Pay, General Admin	-	3,325	3,325	-	3,425	100	
Abs Pay, Planning	-	4,112	4,112	-	4,235	123	
Separation Pay/Benefits	-	5,000	-	(5,000)	5,150	150	
Abs Pay, Service Wrkrs	1,041	5,542	5,542	-	5,708	166	
Abs Pay, Mechanics	-	5,601	5,601	-	5,769	168	
PPTO Abs Pay, Trans Admin - COVID	-	-	216	216	-	-	

## County Connection

### CENTRAL CONTRA COSTA TRANSIT AUTHORITY

#### OPERATING EXPENSE DETAIL

Account Desc	FY 2021 Actual	FY 2022 Budget	FY 2022 Estimated Actual	Over (Under) FY 2022 Budget	FY 2023 Proposed Budget	Over (Under)	Over (Under)
						\$ FY 2022 Budget	% FY 2022 Budget
PPTO Abs Pay, Operators - COVID	29,692	-	25,663	25,663	-	-	
PPTO Abs Pay, Service Workers - COVID	3,119	-	2,604	2,604	-	-	
PPTO Abs Pay, Mechanics - COVID	7,766	-	3,598	3,598	-	-	
<b>Total Absence Pay</b>	<b>70,919</b>	<b>100,484</b>	<b>127,565</b>	<b>27,081</b>	<b>104,318</b>	<b>3,834</b>	<b>3.8%</b>
<b>Total Paid Time Off</b>	<b>2,547,054</b>	<b>2,614,978</b>	<b>2,256,962</b>	<b>(358,016)</b>	<b>2,712,911</b>	<b>97,933</b>	<b>3.7%</b>
<b>Total Compensation</b>	<b>15,789,057</b>	<b>17,286,007</b>	<b>15,545,559</b>	<b>(1,740,448)</b>	<b>18,300,716</b>	<b>1,014,709</b>	<b>5.9%</b>
FICA, Operators	118,482	133,120	110,866	(22,254)	138,977	5,857	
FICA, Trans Admin	18,102	19,793	18,619	(1,174)	20,387	594	
FICA, Scheduling	1,292	1,331	1,651	320	1,701	370	
FICA, Maintenance Admin	3,751	4,260	4,214	(46)	4,388	128	
FICA, Building Maintenance.	6,490	6,388	7,750	1,362	7,982	1,594	
FICA, Customer Service	5,929	6,313	6,152	(161)	6,502	189	
FICA, Promotion	1,118	1,074	1,063	(11)	1,094	20	
FICA, EE Services	3,522	3,453	3,729	276	3,840	387	
FICA, Finance	7,083	7,665	5,841	(1,824)	7,895	230	
FICA, Safety & Training	-	2,000	696	(1,304)	2,060	60	
FICA, General Admin	10,400	11,069	10,017	(1,052)	11,401	332	
FICA, Board Members	1,721	2,020	1,291	(729)	2,020	-	
FICA, Planning	12,522	12,664	13,202	538	13,598	934	
FICA, Service Workers	6,376	9,265	7,258	(2,007)	9,543	278	
FICA, Mechanics	13,843	19,855	14,453	(5,402)	20,451	596	
<b>Total FICA/Medicare</b>	<b>210,630</b>	<b>240,270</b>	<b>206,800</b>	<b>(33,470)</b>	<b>251,840</b>	<b>11,570</b>	<b>4.8%</b>
PERS-RET, Operators	1,047,857	1,214,833	1,222,598	7,765	1,262,373	47,540	
PERS-RET, Trans Admin	252,823	297,547	318,484	20,937	365,291	67,744	
PERS-RET, Scheduling	23,159	20,312	28,878	8,566	24,803	4,491	
PERS-RET, Maintenance Admin	128,985	158,066	153,373	(4,693)	169,244	11,178	
PERS-RET, Bldg Maintenance.	57,608	71,024	69,589	(1,435)	84,179	13,155	
PERS-RET, Customer Svc	63,087	67,625	77,664	10,039	73,112	5,487	
PERS-RET, Promotion	25,020	17,723	30,867	13,144	22,052	4,329	
PERS-RET, EE Services	41,431	49,052	50,272	1,220	52,034	2,982	
PERS-RET, Finance	83,620	97,071	91,460	(5,611)	102,566	5,495	

## County Connection

### CENTRAL CONTRA COSTA TRANSIT AUTHORITY

#### OPERATING EXPENSE DETAIL

Account Desc	FY 2021 Actual	FY 2022 Budget	FY 2022 Estimated Actual	Over (Under)		Over (Under)	
				FY 2022 Budget	FY 2023 Proposed Budget	Over (Under)	Over (Under)
						\$ FY 2022 Budget	% FY 2022 Budget
PERS-RET, Sfty & Training	24,924	31,728	34,813	3,085	37,789	6,061	
PERS-RET, Gen Admin	105,595	137,353	125,984	(11,369)	142,474	5,121	
PERS-RET, Planning	86,492	130,044	103,721	(26,323)	140,692	10,648	
GM-457 Retirement	18,000	19,000	18,000	(1,000)	19,000	-	
PERS-RET, Service Wrkr	57,411	80,850	71,501	(9,349)	106,396	25,546	
PERS-RET, Mechanics	168,992	226,401	201,456	(24,945)	234,858	8,457	
<b>Total Retirement</b>	<b>2,185,004</b>	<b>2,618,629</b>	<b>2,598,660</b>	<b>(19,969)</b>	<b>2,836,862</b>	<b>218,233</b>	<b>8.3%</b>
Medical, Operators	637,282	702,490	706,446	3,956	737,615	35,125	
Medical, Trans Admin	95,518	124,090	113,108	(10,982)	130,295	6,205	
Medical, Scheduling	8,332	9,510	7,650	(1,860)	9,986	476	
Medical, Maintenance Admin	38,819	39,670	31,861	(7,809)	41,654	1,984	
Medical, Building Maintenance.	50,750	52,800	54,904	2,104	57,649	4,849	
Medical, Customer Svc	32,144	35,060	36,719	1,659	38,555	3,495	
Medical, Promotion	5,234	5,430	5,680	250	5,964	534	
Medical, Finance	24,688	31,470	22,515	(8,955)	33,044	1,574	
Medical, Safety & Training	1,998	7,370	-	(7,370)	7,739	369	
Medical, General Admin	70,933	74,690	27,539	(47,151)	78,425	3,735	
Medical, Planning	31,476	44,440	30,282	(14,158)	46,662	2,222	
Medical, Service Workers	205,356	266,120	290,405	24,285	304,926	38,806	
Medical, Mechanics	358,877	459,650	350,879	(108,771)	482,633	22,983	
Medical Admin Charge	8,390	10,500	8,868	(1,632)	11,025	525	
Medical, Retirees	239,144	275,000	279,932	4,932	288,750	13,750	
OPEB benefits	307,271	179,343	179,343	-	188,310	8,967	
<b>Total Medical</b>	<b>2,116,213</b>	<b>2,317,633</b>	<b>2,146,132</b>	<b>(171,501)</b>	<b>2,463,228</b>	<b>145,595</b>	<b>6.3%</b>
Dental, Operators	223,481	241,741	226,000	(15,741)	253,828	12,087	
Dental, Trans Admin	30,753	34,300	37,236	2,936	36,015	1,715	
Dental, Scheduling	1,966	2,291	1,482	(809)	2,406	115	
Dental, Maintenance Admin	6,999	10,176	5,722	(4,454)	10,685	509	
Dental, Building Maintenance.	10,010	11,090	12,690	1,600	11,645	555	
Dental, Customer Svc	9,776	13,000	10,711	(2,289)	13,650	650	
Dental, Promotion	1,353	1,510	1,482	(28)	1,586	76	
Dental, EE Services	2,940	3,100	3,221	121	3,255	155	

## County Connection

### CENTRAL CONTRA COSTA TRANSIT AUTHORITY

#### OPERATING EXPENSE DETAIL

Account Desc	FY 2021 Actual	FY 2022 Budget	FY 2022 Estimated Actual	Over (Under) FY 2022 Budget	FY 2023 Proposed Budget	Over (Under)	Over (Under)
						\$	%
						FY 2022 Budget	FY 2022 Budget
Dental, Finance	7,292	9,150	6,950	(2,200)	9,608	458	
Dental, Safety & Training	66	2,400	1,195	(1,205)	2,520	120	
Dental, General Admin	10,081	11,170	11,046	(124)	11,729	559	
Dental, Planning	9,162	12,916	9,839	(3,077)	13,562	646	
<b>Total Dental</b>	<b>313,879</b>	<b>352,844</b>	<b>327,575</b>	<b>(25,269)</b>	<b>370,486</b>	<b>17,642</b>	<b>5.0%</b>
WC, Operators	653,676	778,750	778,752	2	817,688	38,938	
WC, Trans Admin	63,001	82,500	82,500	-	84,975	2,475	
WC, Scheduling	7,868	5,000	5,004	4	5,250	250	
WC, Maintenance Admin	19,679	26,250	26,256	6	27,563	1,313	
WC, Building Maintenance.	23,623	31,250	31,248	(2)	32,813	1,563	
WC, Customer Svc	31,491	31,250	31,248	(2)	32,813	1,563	
WC, Promotion	3,944	5,000	5,004	4	5,250	250	
WC, EE Services	11,811	10,000	9,996	(4)	10,500	500	
WC, Finance	19,679	26,250	26,256	6	27,563	1,313	
WC, Safety & Training	7,868	5,000	5,004	4	5,250	250	
WC, General Admin	22,456	36,250	36,252	2	38,063	1,813	
WC, Planning	48,414	51,250	51,252	2	53,813	2,563	
WC, Service Workers	39,378	57,500	57,504	4	60,379	2,879	
WC, Mechanics	74,812	98,750	98,748	(2)	103,688	4,938	
<b>Total Workers Comp</b>	<b>1,027,700</b>	<b>1,245,000</b>	<b>1,245,024</b>	<b>24</b>	<b>1,305,604</b>	<b>60,604</b>	<b>4.9%</b>
Life, Operators	66,457	71,340	65,563	(5,777)	74,907	3,567	
Life, Trans Admin	8,850	10,580	9,546	(1,034)	11,109	529	
Life, Scheduling	733	800	770	(30)	840	40	
Life, Maintenance Admin	4,947	5,800	4,222	(1,578)	6,090	290	
Life, Building Maintenance.	3,677	4,120	3,659	(461)	4,326	206	
Life, Customer Svc	3,311	3,600	3,476	(124)	3,780	180	
Life, Promotion	592	630	622	(8)	662	32	
Life, EE Services	1,677	1,900	1,761	(139)	1,995	95	
Life, Finance	3,758	4,700	2,979	(1,721)	4,935	235	
Life, Safety & Training	-	960	-	(960)	1,008	48	
Life, General Admin	4,411	6,800	4,619	(2,181)	7,140	340	
Life, Planning	6,576	7,020	6,882	(138)	7,371	351	

**County Connection**  
**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**OPERATING EXPENSE DETAIL**

Account Desc	FY 2021 Actual	FY 2022 Budget	FY 2022 Estimated Actual	Over (Under) FY 2022 Budget	FY 2023 Proposed Budget	Over (Under)	Over (Under)
						\$	%
						FY 2022 Budget	FY 2022 Budget
<b>Total Life Insurance</b>	<b>104,990</b>	<b>118,250</b>	<b>104,099</b>	<b>(14,151)</b>	<b>124,163</b>	<b>5,913</b>	<b>5.0%</b>
SUI, Operators	25,410	45,000	24,521	(20,479)	47,250	2,250	
SUI, Trans Admin	2,291	7,531	1,578	(5,953)	7,757	226	
SUI, Scheduling	175	443	155	(288)	160	(283)	
SUI, Maintenance Admin	875	2,215	974	(1,241)	2,281	66	
SUI, Building Maintenance.	1,225	2,658	1,109	(1,549)	2,791	133	
SUI, Customer Svc	1,050	3,101	695	(2,406)	3,256	155	
SUI, Promotion	175	443	123	(320)	465	22	
SUI, Safety & Training	-	443	159	(284)	465	22	
SUI, General Admin	1,353	3,544	2,217	(1,327)	3,721	177	
SUI, EE Services	350	886	410	(476)	930	44	
SUI, Finance	875	2,215	1,072	(1,143)	2,326	111	
SUI, Planning	1,960	3,101	2,025	(1,076)	3,256	155	
SUI, Service Workers	1,820	4,873	2,683	(2,190)	5,019	146	
SUI, Mechanics	2,679	8,417	2,114	(6,303)	8,670	253	
<b>Total SUI</b>	<b>40,238</b>	<b>84,870</b>	<b>39,836</b>	<b>(45,034)</b>	<b>88,347</b>	<b>3,477</b>	<b>4.1%</b>
Operator Uniforms	43,884	50,000	46,105	(3,895)	50,000	-	
Uniforms - Maintenance. Pers.	27,403	21,000	23,395	2,395	25,000	4,000	
<b>Total Uniforms</b>	<b>71,287</b>	<b>71,000</b>	<b>69,500</b>	<b>(1,500)</b>	<b>75,000</b>	<b>4,000</b>	<b>5.6%</b>
Operator Medical Exams	12,765	16,000	9,990	(6,010)	15,000	(1,000)	
Emp Assistance Prog.	15,930	15,000	12,769	(2,231)	16,000	1,000	
Cafeteria Plan- Admin	518,797	636,676	491,803	(144,873)	668,510	31,834	
Cafeteria Plan-ATU	1,372,738	1,653,765	1,242,825	(410,940)	1,736,453	82,688	
Mechanic Tool Allowance	11,242	14,500	14,300	(200)	15,000	500	
Wellness Program	12,853	32,000	26,582	(5,418)	32,000	-	
Substance Abuse Prog.	9,840	17,000	13,390	(3,610)	16,000	(1,000)	
<b>Total Other Benefits</b>	<b>1,954,164</b>	<b>2,384,941</b>	<b>1,811,659</b>	<b>(573,282)</b>	<b>2,498,963</b>	<b>114,022</b>	<b>4.8%</b>
<b>Total Benefits</b>	<b>10,571,160</b>	<b>12,048,415</b>	<b>10,806,246</b>	<b>(1,242,169)</b>	<b>12,727,404</b>	<b>678,989</b>	<b>5.6%</b>
<b>Total Wages and Benefits</b>	<b>23,813,162</b>	<b>26,719,444</b>	<b>24,094,843</b>	<b>(2,624,601)</b>	<b>28,315,209</b>	<b>1,595,765</b>	<b>6.0%</b>

## County Connection

### CENTRAL CONTRA COSTA TRANSIT AUTHORITY

#### OPERATING EXPENSE DETAIL

Account Desc	FY 2021 Actual	FY 2022 Budget	FY 2022 Estimated Actual	Over (Under) FY 2022 Budget	FY 2023 Proposed Budget	Over (Under)	Over (Under)
						\$	%
						FY 2022 Budget	FY 2022 Budget
Management Services	98,975	35,000	70,717	35,717	70,000	35,000	
Agency Fees	50	150	-	(150)	-	(150)	
In-Service Monitoring	-	5,500	5,000	(500)	5,500	-	
Mobility Services	17,813	25,000	19,626	(5,374)	25,000	-	
Schedules/Graphics	66,440	100,000	46,146	(53,854)	100,000	-	
Promotions	14,947	170,000	148,379	(21,621)	170,000	-	
Recruitment	8,472	10,000	8,779	(1,221)	20,000	10,000	
Hiring Costs	1,720	15,000	15,000	-	15,000	-	
Legal Fees	322,987	380,000	284,032	(95,968)	430,000	50,000	
Legal Fees - COVID	2,359	-	-	-	-	-	
Financial services	4,200	12,500	12,500	-	12,500	-	
Auditor Fees	42,140	50,000	48,500	(1,500)	50,000	-	
Freight In and Out	5,207	7,000	6,997	(3)	7,500	500	
Bid and Hearing Notices	526	900	900	-	900	-	
Service Development	-	75,000	25,000	(50,000)	100,000	25,000	
Trans. Printing/Reproduc.	5,249	6,000	3,000	(3,000)	6,000	-	
Payroll Services	76,347	87,500	80,736	(6,764)	87,500	-	
Bank service charge	16,326	25,500	17,000	(8,500)	20,000	(5,500)	
Commuter check process fee	-	300	291	(9)	300	-	
Pay PERS file upload	4,546	6,000	7,205	1,205	6,000	-	
Temporary Help-All depts	15,555	25,000	25,000	-	25,000	-	
Clipper Fees	14,027	150,000	80,000	(70,000)	100,000	(50,000)	
SVR-Differential/Radiator	7,919	8,500	8,461	(39)	8,500	-	
SVR-Transmission	406	33,000	23,622	(9,378)	44,000	11,000	
SVR-Upholstery/Glass	-	8,000	5,000	(3,000)	-	(8,000)	
SVR-Upholstery/Glass - COVID	-	6,000	-	(6,000)	6,000	-	
SVR-Towing	4,713	12,000	4,714	(7,286)	10,000	(2,000)	
SVR-Engine Repair	7,000	60,400	60,000	(400)	156,000	95,600	
SVR-Body Repair	68,768	96,000	77,331	(18,669)	96,000	-	
SVR-Electric Bus Repair	-	50,000	-	(50,000)	50,000	-	
Emission controls	9,155	62,500	53,278	(9,222)	62,500	-	
Support Vehicle maint	22,680	14,500	13,950	(550)	14,500	-	
IT Supplies/replacements	3,536	10,000	5,149	(4,851)	1,000	(9,000)	
Clever Devices/rideck maint	253,927	264,000	261,544	(2,456)	278,000	14,000	

## County Connection

### CENTRAL CONTRA COSTA TRANSIT AUTHORITY

#### OPERATING EXPENSE DETAIL

Account Desc	FY 2021 Actual	FY 2022		Over (Under)		FY 2023		Over (Under)	Over (Under)
		Budget	Estimated Actual	FY 2022 Budget		Proposed Budget		\$	%
								FY 2022 Budget	FY 2022 Budget
Office Equipment Maint.	23,874	28,000	28,000	-		28,000		-	
Building Maint. Service	86,365	99,000	95,547	(3,453)		99,000		-	
Landscape Service	86,050	79,000	79,750	750		79,000		-	
IT Contracts	145,377	200,000	167,103	(32,897)		200,000		-	
Radio Maint. Service	330	12,500	10,000	(2,500)		12,500		-	
Contract Cleaning Service	2,814	3,600	2,500	(1,100)		3,600		-	
Waste Removal	18,780	19,000	19,930	930		21,000	2,000		
Hazardous Waste	122,125	115,000	115,234	234		115,000		-	
Fire Monitoring	4,800	3,000	2,811	(189)		3,000		-	
Security Services	102,081	103,000	102,645	(355)		115,000	12,000		
Other Services	-	7,000	7,000	-		7,000		-	
<b>Total Services</b>	<b>1,688,585</b>	<b>2,480,350</b>	<b>2,048,377</b>	<b>(431,973)</b>		<b>2,660,800</b>	<b>180,450</b>		<b>7.3%</b>
Diesel Fuel	1,018,675	1,300,000	1,876,529	576,529		2,562,500	1,262,500		
Oils and Lubricants	74,686	75,000	79,626	4,626		88,000	13,000		
Gasoline	15,298	25,000	20,896	(4,104)		24,000	(1,000)		
PG&E - WC Trolley	42,579	90,000	79,087	(10,913)		90,000		-	
Tires and Tubes	206,708	205,000	179,330	(25,670)		205,000		-	
Safety Supply	-	5,000	2,500	(2,500)		5,000		-	
Transportation Supplies	9,645	14,000	8,912	(5,088)		14,000		-	
CLIPPER Relief Cards for EE's	(101)	40,000	111	(39,889)		-	(40,000)		
CSS-Soaps	1,976	5,000	5,223	223		5,500	500		
CSS-Cleaning	5,726	20,000	11,346	(8,654)		15,000	(5,000)		
CSS-Safety	18,192	55,000	40,248	(14,752)		45,000	(10,000)		
CSS-Antifreeze	6,304	6,000	5,775	(225)		6,000		-	
CSS-Gases	5,905	4,500	14,173	9,673		7,000	2,500		
Oil Analysis	8,250	8,300	8,250	(50)		8,400	100		
Equipment/Garage Exp.	34,758	30,000	28,399	(1,601)		30,000		-	
Coach Repair Parts	580,169	530,000	617,712	87,712		600,000	70,000		
Shelter/Bus Stop Supply	5,209	8,000	3,000	(5,000)		8,000		-	
Janitorial Supplies	20,322	30,000	30,232	232		30,000		-	
Lighting Supply	-	4,500	2,500	(2,000)		4,500		-	
Building Repair Supply	53,388	40,000	57,228	17,228		50,000	10,000		
Landscape Supply	1,378	4,500	1,157	(3,343)		2,500	(2,000)		
Tickets, Passes, Xfrs	419	3,000	1,000	(2,000)		3,000		-	

**County Connection**  
**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**OPERATING EXPENSE DETAIL**

Account Desc	FY 2021 Actual	FY 2022 Budget	FY 2022 Estimated Actual	Over (Under) FY 2022 Budget	FY 2023 Proposed Budget	Over (Under)	Over (Under)
						\$	%
						FY 2022 Budget	FY 2022 Budget
Supplies - Offsites	-	1,000	910	(90)	1,000	-	
Personnel Office Supply	1,456	3,000	3,000	-	3,000	-	
Office Supplies-Administration	11,644	14,000	13,740	(260)	14,000	-	
Office Supplies-Maint.	1,975	2,500	2,520	20	2,500	-	
Postage	8,318	9,000	7,583	(1,417)	9,000	-	
Obsolete Parts Write-Off	57,889	-	18	18	-	-	
Safety Contingency Plans	-	3,000	1,500	(1,500)	3,000	-	
Training Supply	735	5,000	2,766	(2,234)	5,000	-	
Contracts & Grants Supply	3,105	2,000	2,000	-	2,000	-	
Supplies- IC	1,183	4,000	3,214	(786)	4,000	-	
Safety Supply	-	25,500	25,000	(500)	25,000	(500)	
Repair parts-grant exp	-	25,000	25,000	-	25,000	-	
COVID-19 Supplies	92,485	-	10,000	10,000	15,500	15,500	
<b>Total Materials &amp; Supplies</b>	<b>2,288,274</b>	<b>2,596,800</b>	<b>3,170,484</b>	<b>573,684</b>	<b>3,912,400</b>	<b>1,315,600</b>	<b>50.7%</b>
Telephone Svc - TC				-		-	
Pacific Gas and Electric	167,442	195,000	174,185	(20,815)	195,000	-	
PG&E - WC Trolley	-	-	-	-	-	-	
Telephone Svc - Concord	43,280	51,000	46,684	(4,316)	40,000	(11,000)	
Contra Costa Water District	36,754	28,000	27,428	(572)	29,500	1,500	
Telephone-Cellular	63,391	80,000	75,908	(4,092)	80,000	-	
<b>Total Utilities</b>	<b>310,867</b>	<b>354,000</b>	<b>324,205</b>	<b>(29,795)</b>	<b>344,500</b>	<b>(9,500)</b>	<b>-2.7%</b>
Physical Damage	100,000	125,000	125,000	-	131,250	6,250	
Property Premiums	38,493	42,500	42,500	-	44,625	2,125	
Other Premiums	36,367	40,000	40,000	-	42,000	2,000	
Liability Premiums	594,032	715,000	715,000	-	750,750	35,750	
Insurance/Liability losses	175,000	175,000	175,000	-	183,750	8,750	
<b>Total Insurance</b>	<b>943,892</b>	<b>1,097,500</b>	<b>1,097,500</b>	<b>-</b>	<b>1,152,375</b>	<b>54,875</b>	<b>5.0%</b>

**County Connection**  
**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**  
**OPERATING EXPENSE DETAIL**

Account Desc	FY 2021 Actual	FY 2022 Budget	FY 2022 Estimated Actual	Over (Under) FY 2022 Budget	FY 2023 Proposed Budget	Over (Under)	Over (Under)
						\$ FY 2022 Budget	% FY 2022 Budget
Property Tax	8,667	12,000	8,772	(3,228)	11,000	(1,000)	
Licenses / Registrations	1,940	2,015	1,880	(135)	2,015	-	
Fuel Storage Tank Fees	10,665	14,000	12,000	(2,000)	14,000	-	
Use and Other Taxes	5,493	7,000	6,000	(1,000)	7,000	-	
Sales Tax	202,040	220,000	300,000	80,000	275,000	55,000	
<b>Total Taxes</b>	<b>228,805</b>	<b>255,015</b>	<b>328,653</b>	<b>73,638</b>	<b>309,015</b>	<b>54,000</b>	<b>21.2%</b>
Radio Site Lease-Diablo	47,153	49,000	49,000	0	51,000	2,000	
Equipment Leases	13,256	9,000	9,000	-	9,000	-	
<b>Total Leases</b>	<b>60,409</b>	<b>58,000</b>	<b>58,000</b>	<b>0</b>	<b>60,000</b>	<b>2,000</b>	<b>3.4%</b>
Business Expense-Tran	11	500	250	(250)	500	-	
Business Expense-Admin	1,320	2,000	2,000	-	2,000	-	
Business Expense-Fin	1,204	1,000	1,014	14	1,000	-	
Board Travel	-	25,000	7,950	(17,050)	25,000	-	
Staff Travel	569	75,000	59,781	(15,219)	75,000	-	
CTA Dues	16,000	16,500	16,500	-	16,500	-	
APTA Dues	35,500	35,500	35,500	-	35,500	-	
Other Memberships	3,000	3,090	3,000	(90)	4,000	910	
Business Expense	632	3,000	1,977	(1,023)	3,000	-	
Training Program	850	20,000	18,430	(1,570)	20,000	-	
Training / Subs-Gm	2,170	4,000	2,995	(1,005)	4,000	-	
Misc exp	-	1,000	1,000	-	1,000	-	
Employee Functions	11,191	16,000	15,528	(472)	45,000	29,000	
Employee Awards	308	4,000	4,000	-	4,000	-	
Departing Emp gifts	-	1,000	1,000	-	1,000	-	
<b>Total Miscellaneous</b>	<b>72,754</b>	<b>207,590</b>	<b>170,925</b>	<b>(36,665)</b>	<b>237,500</b>	<b>29,910</b>	<b>14.4%</b>
Alamo Creek Shuttle	126,054	131,456	131,344	(112)	137,000	5,656	
St Mary's Shuttle	-	54,431	70,000	15,569	48,000	(22,000)	
Cal State rte. 260 Shuttle	-	128,375	-	(128,375)	-	-	
COVID Transport	313,855	450,000	11,826	(438,174)	9,000	(2,826)	
Meals on Wheels	635,584	500,000	56,195	(443,805)	30,000	(26,195)	

## County Connection

### CENTRAL CONTRA COSTA TRANSIT AUTHORITY

#### OPERATING EXPENSE DETAIL

Account Desc	FY 2021 Actual	FY 2022 Budget	FY 2022 Estimated Actual	Over (Under)		FY 2023		Over (Under)	Over (Under)
				FY 2022 Budget		Proposed Budget		\$ FY 2022 Budget	% FY 2022 Budget
School District Meals	316,758	-	1,046	1,046		1,000		(46)	
Vaccine transport	3,452	-	-	-		-		-	
Fuel for special pt	49,902	-	3,015	3,015		-		(3,015)	
<b>Total Purchased Transportation</b>	<b>1,445,605</b>	<b>1,264,262</b>	<b>273,426</b>	<b>(990,836)</b>		<b>225,000</b>		<b>(48,426)</b>	<b>-3.8%</b>
<b>Total Other Operating Expense</b>	<b>7,039,192</b>	<b>8,313,517</b>	<b>7,471,569</b>	<b>(841,948)</b>		<b>8,901,590</b>		<b>588,073</b>	<b>7.1%</b>
Contingency		900,000		(900,000)		500,000		500,000	
<b>TOTAL FIXED ROUTE EXPENSES</b>	<b>30,852,355</b>	<b>35,932,961</b>	<b>31,566,413</b>	<b>(4,366,548)</b>		<b>37,716,799</b>		<b>1,783,838</b>	<b>5.0%</b>
<b>Paratransit</b>									
Wages	215,688	225,242	278,274	53,032		286,622		8,348	
Sick Wages	3,125	6,539	6,489	(50)		6,684		195	
Holiday Pay	9,048	12,347	9,415	(2,932)		9,698		282	
Vacation Pay	5,057	13,500	11,710	(1,790)		12,061		351	
Absence pay	579	1,219	-	(1,219)		-		-	
Cafeteria Plan	22,998	25,017	27,084	2,067		26,268		(817)	
FICA	3,399	3,753	4,467	714		4,601		134	
PERS	25,663	34,478	33,353	(1,125)		35,259		1,906	
Medical	25,017	25,090	30,260	5,170		26,345		(3,915)	
Dental	2,994	3,100	3,542	442		3,255		(287)	
Life Insurance	1,822	1,880	2,054	174		1,974		(80)	
SUI	-	1,329	338	(991)		348		10	
Workers Compensation	-	5,000	5,000	-		5,250		250	
Legal Fees	20,328	20,000	24,600	4,600		25,000		400	
Bank Service Charge	-	500	500	-		500		-	
Building Maint Services	940	1,500	1,425	(75)		1,500		75	
Software Maint Services	29,826	65,000	56,151	(8,849)		63,000		6,849	
Radio Maint Services	6,291	6,000	5,551	(449)		6,000		449	
Other services	283	300	280	(20)		-		(280)	
Office Supply, PTF	731	3,000	490	(2,510)		4,000		3,510	
Telephone, Paratransit	-	-	-	-		-		-	
Gas and Electric	25,534	26,000	23,118	(2,882)		26,000		2,882	

## County Connection

### CENTRAL CONTRA COSTA TRANSIT AUTHORITY

#### OPERATING EXPENSE DETAIL

Account Desc	FY 2021 Actual	FY 2022 Budget	FY 2022 Estimated Actual	Over (Under) FY 2022 Budget	FY 2023 Proposed Budget	Over (Under)	Over (Under)
						\$ FY 2022 Budget	% FY 2022 Budget
Cell Phone	12,033	15,000	12,550	(2,450)	13,000	450	
Property Premiums	6,793	8,000	8,000	-	8,400	400	
Liability Premiums	6,773	8,100	8,100	-	8,505	405	
Purchased Trans-LINK	3,690,409	6,200,000	5,342,391	(857,609)	5,905,134	562,743	
Purchased Trans-LINK SIP	359,882	-	104,654	104,654	60,000	(44,654)	
Purchased Trans-BART	2,944	6,500	8,272	1,772	8,600	328	
Other Purch Trans	567,056	2,341,079	2,076,128	(264,951)	2,724,691	648,563	
COVID PPE for ParaTransit	6,197	-	6,491	6,491	6,000	(491)	
ADA-Choice in Aging	-	300,000	36,000	(264,000)	300,000	264,000	
Training / Subscriptions	-	10,000	20,000	10,000	10,000	(10,000)	
Other Misc Expenses	800	1,000	5,198	4,198	10,000	4,802	
<b>Total Paratransit</b>	<b>5,052,210</b>	<b>9,370,473</b>	<b>8,151,885</b>	<b>(1,218,588)</b>	<b>9,598,694</b>	<b>228,221</b>	<b>2.4%</b>
<b>TOTAL CCCTA</b>	<b>35,904,565</b>	<b>45,303,434</b>	<b>39,718,298</b>	<b>(5,585,136)</b>	<b>47,315,493</b>	<b>2,012,059</b>	<b>4.4%</b>
OPEB - GASB 75 Adjustments	(554,446)		-				
PERS GASB 68 Adjustment	1,445,493	-	-	-	-	-	
<b>TOTAL CCCTA GASBs</b>	<b>891,047</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
<b>TOTAL CCCTA</b>	<b>36,795,612</b>	<b>45,303,434</b>	<b>39,718,298</b>	<b>(5,585,136)</b>	<b>47,315,493</b>	<b>2,012,059</b>	<b>4.4%</b>

**RESOLUTION NO. 2022-038**

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

**ADOPTION OF FINAL FISCAL YEAR 2023 OPERATING AND CAPITAL BUDGET  
IN THE AMOUNT OF \$75,681,493**

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 adoption of an operating and capital budget is required by the Joint Exercise of Powers Agreement and Bylaws of CCCTA, and is necessary for obtaining both Federal and State funds to support the CCCTA's transit program; and

WHEREAS, the General Manager and the Chief Financial Officer have prepared and presented to the Board of Directors a proposed final Operating Budget for Fiscal Year 2022 in the amount of \$47,315,493, which sets forth projected revenues and expenses associated with CCCTA's operating and maintenance program; and

WHEREAS, the General Manager and Chief Financial Officer have prepared and presented a proposed final Capital Budget for Fiscal Year 2022 in the amount of \$28,366,000.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Central Contra Costa Transit Authority adopts the Operating and Capital Budget for Fiscal Year 2023, a copy of which is attached and incorporated by this reference; and

BE IT FURTHER RESOLVED that the General Manager is directed to submit this budget to the Metropolitan Transportation Commission, together with a copy of this resolution at the earliest practicable date.

Regularly passed and adopted this 16th day of June 2022, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

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Dave Hudson, Chair, Board of Directors

ATTEST:

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Lathina Hill, Clerk to the Board

**To:** Board of Directors

**Date:** 05/24/2022

**From:** Melody Reeb, Director of Planning, Marketing, & Innovation

**Reviewed by:** *Ref*

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**SUBJECT:** Regional Institutional Pass Pilot

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### **Background:**

In late 2019, the Metropolitan Transportation Commission (MTC) began a Regional Fare Coordination and Integration Study (FCIS) to evaluate the impacts of the region's disparate fare systems on ridership and develop goals for a regional system that would improve the passenger experience and promote higher ridership. The Fare Integration Task Force was formed as a "Special Committee" of the Clipper Executive Board (CEB) to oversee the study, and last Fall, this Task Force adopted a Policy Vision Statement for fare integration in the 9-county region based on the study recommendations.

### **Demonstration Pilot:**

The first action in the Policy Vision Statement is to deploy an all-transit agency institutional/employer pass as a demonstration pilot. The pass will be implemented on Clipper and provide unlimited rides on all participating Bay Area transit systems. The objective of the pilot is to evaluate the degree to which an institutional transit pass covering all operators may increase transit ridership and better meet the needs of users and institutions as compared to single-agency passes. The pilot will evaluate program performance and collect data that would be used as the basis of a revenue model for a potential permanent program.

The pilot will be rolled out in two phases. Phase 1, which is planned to launch in August 2022 and last for two years, will focus on educational institutions and affordable housing properties that already offer an "all you can use" transit pass under pre-existing agreements, including San Francisco State University, San Jose State University, UC Berkeley, Santa Rosa Junior College, and MidPen Housing. Phase 2, which is expected to begin in early 2023, will expand the program to employers in transit-rich locations such as downtown San Francisco, Oakland, and San Jose and involve defining a pricing structure for the passes.

### **Title VI:**

MTC will serve as the lead agency for the Title VI process. The project will be considered a "pilot" under Title VI, meaning that individual agency boards would only need to consider approving a Title VI analysis before any permanent successor program is launched. MTC is currently working with FTA to request permission for an initial pilot period lasting a minimum of 12 months as opposed to the normal 6-month period allowed for temporary fare changes.

### **Financial Implications:**

MTC has identified approximately \$6M of regional funds for the two phases of the pilot project, with \$5.5M going to transit agencies to offset fare revenue losses.

**Recommendation:**

The MP&L Committee and staff recommend that the Board approve County Connection's participation in the Regional Institutional Pass Pilot Program.

**Action Requested:**

The MP&L Committee and staff request that the Board adopt Resolution No. 2022-040.

**Attachments:**

Resolution No. 2022-040

**RESOLUTION NO. 2022-040**

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

\* \* \*

**APPROVING AND IMPLEMENTING THE CLIPPER  
REGIONAL INSTITUTIONAL/EMPLOYER PASS PILOT PROGRAM**

**WHEREAS**, the County of Contra Costa, the Cities of Clayton, Concord, Lafayette, Martinez, Orinda, Pleasant Hill, San Ramon and Walnut Creek, and the Towns of Danville and Moraga (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 ("Service Area");

**WHEREAS**, the Metropolitan Transportation Commission ("MTC") is the regional transportation planning agency for the San Francisco Bay Area pursuant to Government Code Section 66500 *et seq.*;

**WHEREAS**, in late 2019, MTC began a Regional Fare Coordination and Integration Study to evaluate the impacts of the region's disparate fare systems on ridership and develop goals for a regional system to improve the passenger experience and promote higher ridership;

**WHEREAS**, the Fare Integration Task Force, a special committee of the Clipper Executive Board, was created to oversee the study and adopted a Policy Vision Statement for fare integration in the nine-county region based on the study recommendations;

**WHEREAS**, the first action in the Policy Vision Statement is to deploy an all-transit agency institutional/employer pass as a demonstration pilot;

**WHEREAS**, the pilot program's purpose is to evaluate the degree to which an institutional/employer transit pass covering all operators may increase transit ridership and better meet the needs of users and institutions, as compared to single-agency passes, and evaluate program performance and collect data to be used as the basis of a revenue model for a potential permanent program;

**WHEREAS**, Phase 1 of the pilot program, which is planned to launch in August 2022, includes educational institutions and affordable housing properties, and Phase 2, which is expected to begin in early 2023, will expand the program to include employers in transit-concentrated locations, such as downtown San Francisco, Oakland, and San Jose and involve defining a pricing structure for the passes;

**WHEREAS**, MTC has identified approximately \$6 million of regional funds for the two phases of the pilot project, with \$5.5 million going to transit agencies to offset fare revenue losses associated with participation in the pilot program;

**WHEREAS**, MTC will serve as the lead agency for the Title VI process, and, because the project is considered a "pilot" under Title VI, individual agency boards will only need to consider approving a Title VI analysis before any permanent successor program is launched;

**WHEREAS**, staff and the MP&L Committee recommend the Board approve CCCTA's participation in the Regional Institutional/Employer Pass Pilot Program.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the Central Contra Costa Transit Authority hereby approve CCCTA's participation in and implementation of the Regional Institutional/Employer Pass Pilot Program.

Regularly passed and adopted this 16th day of June, 2022 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Dave Hudson, Chair, Board of Directors

ATTEST: \_\_\_\_\_  
Lathina Hill, Clerk to the Board

## INTER OFFICE MEMO

**To:** Board of Directors

**Date:** 06/09/2022

**From:** Rashida Kamara, Director of ADA & Special Services  
Amber Johnson, Chief Financial Officer

**Reviewed by:** WC.

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**SUBJECT: Award Contract for Consolidation of CCCTA/LAVTA Paratransit Services to Transdev**

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### Background:

In December 2021, the Central Contra Costa County Transit Authority's (CCCTA or County Connection) Board of Directors approved a joint Request for Proposals (RFP) to consolidate paratransit services with the Livermore Amador Valley Transit Authority (LAVTA) using one contractor. Under CCCTA's Procurement Policy, and as a recipient of federal funds, CCCTA is required to competitively procure goods and services. This procurement was developed as a "Best Value" procurement, as indicated in the RFP, and allows CCCTA to select the offer deemed most advantageous and of greatest value.

The RFP was released in January 2022, and operators were invited to review the RFP and provide a proposal based on best value. Several prospective bidders participated in the question-and-answer portion of the process. CCCTA ultimately received proposals from RydeTrans and Transdev Services Inc., (the incumbent contractor) by the deadline of April 6, 2022.

Neighboring transit agencies were invited to participate as panel members to interview the proposers. The panel was comprised of Jeanne Krieg (Tri Delta Transit), Rob Thompson (WestCAT), Christian Kent (Consultant), Toan Tran (LAVTA), and Rashida Kamara (CCCTA). Standard questions were presented to proposers beforehand to help them prepare for the panel interview. The following technical and financial factors were identified as evaluation criteria in the RFP:

Criteria	Points
Financial viability, firm experience, and corporate support	250
Qualification/experience of key personnel, thoughtful leadership	250
Creative approach/integration and value added	100
Service improvement/implementation plan	200
Reasonable cost	200
Retention of current employees	Bonus Points 100

### Selection:

Using the established scoring criteria, RydeTrans scored 828 and Transdev 1010, on average, across the evaluation team. Both companies had something of value to offer in their proposals. RydeTrans' proposal included the following: locally based company, offered ten vehicles to operate LAVTA service area, and matched existing wages; however, they did not offer a One Seat Regional Ride solution.

Transdev offered the TNC partnership with Big Star, upgrades to technology like the passenger smart app, competitive wages, on-going and review of one seat expansion.

The proposal scoring revealed that Transdev can provide paratransit service that is more advantageous and of best value to the CCCTA, its partners, and its riders. Therefore, staff recommends the Board award the paratransit contract to Transdev Services, Inc.

### Financial Implication:

The RFP instructed potential proposers to provide a fixed and variable cost proposal based on tiers of service. The current paratransit contract already incorporates a fixed and variable cost structure, which allows for a baseline fixed fee regardless of the number of hours of service, plus an hourly rate. Due to fluctuating and unpredictable demand due to the COVID-19 pandemic, the additional element of “tiered pricing” has been introduced to allow for greater flexibility and a scaling of the operation based on demand.

It is difficult to compare the current contract to the new proposed contract due to the changing nature of the services provided. The addition of LAVTA as a paratransit partner and formalizing the One Seat pilot program, plus addition of tiered pricing, has created a new service model that is significantly different from the prior model. In addition, the definition of a “billable” hour in the new contract will return to a standard definition, whereas during the height of the COVID pandemic, the definition was broadened to allow for driver retention during periods of slow paratransit demand. Despite this challenge, staff has worked to normalize costs between the two models for comparison purposes.

Transdev’s initial pricing proposal including all service partners (CCCTA, LAVTA, and One Seat partners) was 20% higher than current contract pricing. After initial negotiations, total cost was reduced by 1%. After an additional extensive service review, including reductions to Transdev’s profit margin, total cost was reduced by an additional 4%, resulting in a net increase of 15% as compared to the current contract.

However, because this contract will be shared with our partners, costs are also allocated across these various partners. LAVTA is the primary partner in the new contract and will be responsible for a significant portion of the baseline fixed fee (memorialized in a separate Memorandum of Understanding between LAVTA and CCCTA), plus their share of hourly charges. As a result, the total cost for CCCTA’s portion of the contract under the final proposal is 12% higher than current pricing. Table 1 provides a summary breakdown of the price negotiations and how this affected each partner, using budgeted revenue hour estimates for Year 1.

**Table 1: Summary of Year 1 Contract Pricing at Tier 3**

	CCCTA - 60,000 hours		LAVTA - 20,000 hours		One Seat - 3,000 hours		TOTAL	
	\$ cost	% +/- current	\$ cost	% +/- current	\$ cost	% +/- current	\$ cost	% +/- current
<i>Current Contract</i>	4,804,707		1,419,263		151,260		6,375,230	
Original Proposal	5,620,452	17%	1,873,484	32%	165,690	10%	7,659,627	20%
Reduction #1	5,557,216	16%	1,837,605	29%	183,240	21%	7,578,062	19%
Reduction #2 (final)	5,368,303	12%	1,770,634	25%	179,670	19%	7,318,608	15%

There are several factors that led to this price increase:

1. Additional staff. Due to growth in the CCCTA paratransit program to include partner agencies, the original staffing model proposed by Transdev in 2019 is no longer adequate. The new proposal adds new staff positions to better address the structure of services provided.
2. Wage increases. Both Transdev and Big Star have incorporated cost of living increases to their operator salary structures of approximately 3-4%. In addition, as an operator gains experience, they have the opportunity to advance to a higher wage bracket, in a structure similar to CCCTA's step system.
3. Employee benefits. In response to the challenging labor market, the proposal includes Transdev taking on an additional 5% of the employee's health benefit costs, to reduce the financial burden of the increasing costs of benefits for employees. This will result in more employees utilizing the health benefits and a greater cost to Transdev for those benefits.
4. Maintenance costs. Tires and lubrication costs have been steadily increasing, which is represented in the proposed price.

The Transdev summary pricing proposal is represented in Tables 2 and 3.

**Table 2: Transdev Fixed and Variable Price Summary**

	<b>Tier 1</b>	<b>Tier 2</b>	<b>Tier 3</b>	<b>Tier 4</b>
<b>Annual Revenue Hour Range</b>	<b>&lt; 64,000</b>	<b>64,001 - 74,000</b>	<b>74,001 - 84,000</b>	<b>&gt; 84,000</b>
FY 2022/23 Monthly Fixed Fee	\$ 235,550	\$ 238,531	\$ 242,145	\$ 248,141
FY 2022/23 Hourly Rates:				
CCCTA	\$ 52.26	\$ 53.30	\$ 53.15	\$ 52.60
LAVTA	\$ 53.19	\$ 52.71	\$ 52.21	\$ 52.00
One Seat	\$ 63.62	\$ 61.74	\$ 59.89	\$ 58.96

**Table 3: Annual Cost Escalation Rate**

<b>Year</b>	<b>Escalation Rate</b>
FY 2023/24 - Year 2	3.8%
FY 2024/25 - Year 3	3.7%
FY 2025/26 - Year 4	3.4%
FY 2026/27 - Option Year 5	3.4%

Staff reached out to transit agencies across the country and locally to determine if a 15% increase was consistent with industry trends. The informal survey revealed that agencies with new contracts within the past 6 months have all experienced a 15%-29% increase in cost. These increases are 80% due to staff wages and benefits as the ability to hire and maintain quality employees is a nationwide problem. In addition, COVID has presented a unique problem in which ridership is low, but the need to keep a substantial number of qualified staff to accommodate the traditional ridership in addition to the alternative needs of the community is now necessary for the sustainability of paratransit service.

The contract maximum, or Not to Exceed (NTE) amount, for the life of the base contract is \$35.3 million plus an additional \$12.6 million for the option year (see Table 4). The calculated contract maximum is based on estimated service hours for CCCTA, LAVTA and One Seat over the contract term, combined with the current Transdev pricing schedule. Significant variances in demand for mandated services could also increase (or decrease) contract costs. If service demand were to increase above projections, a

contract amendment would be needed to increase the contract maximum. Board approval will be required to award the option year.

**Table 4: Contract Maximums**

	Year 1	Year 2	Year 3	Year 4	Year 5 (Option)
	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26	FY 2026/27
Tier	3	4	4	4	4
Revenue Hour Estimate	83,000	91,300	104,995	125,994	151,193
Fixed	\$ 2,905,738	\$ 3,092,497	\$ 3,204,917	\$ 3,304,616	\$ 3,425,628
Variable	\$ 4,412,870	\$ 5,002,855	\$ 5,975,468	\$ 7,438,321	\$ 9,213,908
<b>Annual Total</b>	<b>\$ 7,318,608</b>	<b>\$ 8,095,352</b>	<b>\$ 9,180,384</b>	<b>\$ 10,742,937</b>	<b>\$ 12,639,535</b>
<b>Contract Maximum</b>	<b>\$35,337,282</b>				<b>\$ 12,639,535</b>

The FY 2022/23 Draft Budget anticipated Year 1 paratransit costs of \$6.3 million for CCCTA, \$1.3 million for LAVTA, and \$0.2 million for One Seat. Based on the current contract and ridership assumptions, CCCTA paratransit costs are anticipated to reach \$5.4 million. Staff has proposed revising the CCCTA paratransit budget downwards to \$5.9 million to allow for a 10% contingency over estimated actuals. The draft budget has also been adjusted to accommodate increased costs to LAVTA, but since these costs are reimbursed, this will have no impact to CCCTA's bottom line. Both revisions are reflected in the final budget document presented earlier on the June agenda for approval by the Board. No change to the budget is required for the One Seat program.

**Recommendation:**

As Transdev has bargained in good faith and worked to reduce costs through a Best and Final Offer (BAFO) process and, has provided a proposal that is reasonably priced as compared to the market and, is the most advantageous, staff recommends awarding the contract to Transdev for the provision of consolidated paratransit operational and maintenance services.

**Action Requested:**

Staff respectfully requests the full Board of Directors approve resolution No. 2022-34 authorizing the General Manager to enter into an agreement with Transdev to provide consolidated paratransit services for both LAVTA and CCCTA commencing July 1, 2022, for the period of four years a cost not to exceed \$35,337,282, with the understanding that CCCTA's portion of the contract prices is estimated to be \$25,926,833 over the four-year period.

In addition, staff would like the full Board of Directors to approve the General Manager entering an MOU with LAVTA to memorialize the respective roles of the parties for the consolidated paratransit services program contingent on the Board's approval of staff's recommendation to award paratransit services contract to Transdev, pursuant to Resolution No. 2022-35.

**Attachments:**

- Resolution No. 2022-34
- Resolution No. 2022-35

**RESOLUTION NO. 2022-034\_\_**

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

\* \* \*

**AUTHORIZING AWARD OF A CONTRACT  
TO TRANSDEV SERVICES, INC. TO PROVIDE ADA 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;

**WHEREAS**, in December 2021, County Connection and the Livermore Amador Valley Transit Authority (“LAVTA”) Board of Directors approved the release of a joint County Connection/LAVTA request for proposals (“RFP”) in which both agencies' paratransit services will be operated by one contractor, and the agencies would share resources while leveraging cost savings and streamlining the service for end-users;

**WHEREAS**, on January 12, 2022, County Connection issued a Request for Proposals To Provide ADA Paratransit Services (“RFP 2022-MA-01”) for the operation and maintenance of (1) County Connection ADA paratransit services (“LINK”), (2) LAVTA ADA paratransit services (“Wheels Dial-A-Ride.”), (3) BART ADA paratransit services, (4) Route 250, (5) the Alamo Creek Demand Responsive Flex Route, (6) Concord Police Department special requests, and (7) other special transportation services as needed;

**WHEREAS**, two proposals were received by the April 6, 2022 deadline and were evaluated by an evaluation committee;

**WHEREAS**, the evaluation committee unanimously concluded that Transdev Services, 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 Transdev Services, Inc., which recommendation was supported by the Operations and Scheduling Committee at its June 3, 2022 meeting.

**NOW, THEREFORE, BE IT RESOLVED** that the Central Contra Costa Transit Authority Board of Directors authorizes award of a contract to Transdev Services, Inc. for ADA paratransit and associated services as described in RFP 2022-MA-01 for a four-year base term, commencing July 1, 2022, for a four-year estimated cost of \$35,337,282 based upon the following proposed costs, with the understanding that County Connection's costs represent approximately 75% of the estimated costs for the first contract year and annual costs thereafter will be allocated based upon revenue hours performed for County Connection and LAVTA:

	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5 (Option)</b>
	<b>FY 2022/23</b>	<b>FY 2023/24</b>	<b>FY 2024/25</b>	<b>FY 2025/26</b>	<b>FY 2026/27</b>
Tier	3	4	4	4	4
Revenue Hour Estimate	83,000	91,300	104,995	125,994	151,193
Fixed	\$ 2,905,738	\$ 3,092,497	\$ 3,204,917	\$ 3,304,616	\$ 3,425,628
Variable	\$ 4,412,870	\$ 5,002,855	\$ 5,975,468	\$ 7,438,321	\$ 9,213,908
<b>Annual Total</b>	<b>\$ 7,318,608</b>	<b>\$ 8,095,352</b>	<b>\$ 9,180,384</b>	<b>\$ 10,742,937</b>	<b>\$ 12,639,535</b>
<b>Contract Maximum</b>	<b>\$35,337,282</b>				<b>\$ 12,639,535</b>

; and

**BE IT FURTHER RESOLVED** that the General Manager is authorized to execute a contract with Transdev Services, 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.

Regularly passed and adopted this 16th day of June 2022, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

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Dave Hudson, Chair, Board of Directors

ATTEST:

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Lathina Hill, Clerk to the Board

**RESOLUTION NO. 2022-035**

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

\* \* \*

**APPROVING CONSOLIDATED PARATRANSIT PROGRAM AND AUTHORIZING THE GENERAL  
MANAGER TO EXECUTE THE MEMORANDUM OF UNDERSTANDING WITH LAVTA**

**WHEREAS**, the County of Contra Costa and 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;

**WHEREAS**, in an effort to further the Metropolitan Transportation Commission's goal of public transit agency collaboration to more efficiently spend transportation funding dollars, County Connection and the Livermore Amador Valley Transit Authority ("LAVTA") staff collaborated on developing a one year pilot program ("Pilot Program") to share resources to deliver consolidated paratransit services in both agencies' service areas;

**WHEREAS**, by Resolution No. 2021-017, the County Connection Board of Directors approved the Program, to be administered through County Connection's existing contractor, Transdev Services, Inc., and approved the execution of a Memorandum of Understanding between County Connection and LAVTA memorializing the terms of the Pilot Program;

**WHEREAS**, by Resolution No. 2022-025, the County Connection Board of Directors approved a three month extension of the Pilot Program;

**WHEREAS**, in December 2021, the County Connection and LAVTA Board of Directors approved the release of a joint CCCTA/LAVTA request for proposals in which both agencies' services will be operated by one contractor, and the agencies would continue to share resources while leveraging cost savings and streamlining the service for end-users;

**WHEREAS**, by Resolution No. 2022-034, the County Connection Board of Directors awarded a contract to Transdev Services, Inc., the highest ranked proposer, to provide such consolidated paratransit and associated services ("Program");

**WHEREAS**, staff recommends, and the Operations and Scheduling Committee concurs, that the Board of Directors approve the Program and authorize the General Manager to execute a new Memorandum of Understanding between County Connection and LAVTA memorializing the terms of the Program.

**NOW, THEREFORE BE IT RESOLVED** that the Board of Directors of the Central Contra Costa Transit Authority hereby approves the Program, and authorizes the General Manager to execute the Memorandum of Understanding between County Connection and LAVTA memorializing the terms of the Program.

Regularly passed and adopted this 16th day of June 2022, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

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Dave Hudson, Chair, Board of Directors

ATTEST:

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Lathina Hill, Clerk to the Board