County Connection

Summary Minutes
Administration & Finance Committee
Wednesday, August 5, 2026, 9:00 a.m.

Directors: Sue Noack, Don Tatzin, Laura Hoffmeister
Staff: Bill Churchill, Ruby Horta, Kristina Martinez, John Sanderson, Pranjal Dixit, Marcel Longmire, Karol McCarty
Public: Raegan Connor from MacLeod Watts

Call to Order: Meeting called to order at 9:00 a.m. by Director Noack.

1. **Approval of Agenda**
   The Committee approved the agenda.

2. **Public Communication**
   None.

3. **Approval of Minutes of June 3, 2026**
   The Committee approved the minutes.

4. **OPEB Actuarial Valuation and GASB 75 Report for Fiscal Year June 30, 2026**
   Ms. Johnson reported that the Government Accounting Standards Board (GASB) requires the Authority to prepare an actuarial valuation of Other Post-Employment Benefits (OPEB) every two years under GASB 75 standards. The net OPEB liability as of June 30, 2026, is $1,054,758, a net decrease of roughly half or $1,093,140 from the prior measurement. This decrease as explained by Ms. Connor from MacLeod Watts was a result of favorable plan experience including lower than anticipated healthcare costs, fewer retirees electing coverage, higher employee separations, and changes in healthcare enrollment. The Authority's OPEB trust assets are $6.3 million and represent 86% funding confidence thus no contributions in FY 2027 are anticipated nor are any drawdowns planned. It should be noted that the Authority adopted revised PEMHCA retiree medical benefit resolutions in July 2025 which could increase the future OPEB liability by approximately $295,000, but this change will not be recognized until the next valuation cycle.

   The Committee accepted the OPEB Actuarial Valuation and forwards it to the Board of Directors.

5. **Swiftly Contract Renewal**
   Mr. Dixit reported that Swiftly is a cloud-based transit data platform known for seamless integration with existing bus hardware and robust data analytics. The enhanced features include live vehicle tracking, improved on-time performance monitoring for operations and customer service staff, and providing real-time information of bus stop timing for customers. The contract renewal request is

for $237,316 representing an 11-month cost which will be subsidized by $86,699 in Transit Performance Initiative (TPI) funds; the net cost of $150,617 will be funded through TDA.

The Committee forwards the Swiftly contract renewal to the Board of Directors for approval.

6. **Clever Devices/Hitachi Rail Contracts**
Ms. Johnson reported that the Authority has utilized Clever Devices Intelligent Transportation System (ITS) technology for more than two decades. In 2012, the Board approved a contract to upgrade the equipment throughout the fleet, establishing the ITS infrastructure currently in service. On July 1, 2026, Hitachi Rail acquired Clever Devices which serves as the backbone of the Authority's ITS and supports vehicle location tracking, computer-aided dispatch, automated stop announcements, passenger counting, BusTime real-time passenger information, onboard communications, and service performance reporting. The 1-year maintenance agreement for FY 2027 is $245,487 which will be subsidized by State of Good Repair (SGR) funds of $156,627; the net cost of $$88,860 will be funded through the operating budget.

Mr. Longmire addressed the need for hardware procurement that works in unison with the ITS software. Beginning in 2023, bus builds include the newer hardware versions. The older hardware version back-ups in inventory have been depleted, so staff has proposed upgrading the 2017 fleet (13 buses) to the newer version plus purchasing three spare parts for inventory, leaving 72 buses with the older hardware. The cost of these 16 capital purchases is $260,034 which would be funded with FY 2026-27 TDA Capital funds and is included in the approved FY 2027 Budget.

The Committee recommends a one-year extension of the existing Clever Devices/Hitachi Rail contract for software maintenance, database services, and on-site technical support in addition to an award of a new Clever Devices/Hitachi contract for purchase and installation of equipment with a $505,521 maximum. The Committee also recommends that the Board of Directors adopt a resolution authorizing the General Manager to execute agreements and related procurement orders with Hitachi Rail.

7. **Release of Request for Proposal for County Connection and LAVTA Joint Paratransit Procurement**
Mr. Sanderson reported that the current, joint contract with Transdev Services between the Authority and Livermore Amador Valley Transit Authority (LAVTA) will be expiring June 30, 2027. This contract shapes the understanding of the two agencies' paratransit partnership. The Authority and LAVTA will again procure paratransit services jointly, under a Memorandum of Understanding (MOU) which will run concurrently with the paratransit contract. The Authority will continue to serve as the lead agency and share the fixed costs based upon revenue hours of each agency. Continuing the consolidated model will allow both agencies to share management, dispatch, scheduling, and related resources, reducing redundancy and cost relative to standalone contracts.

The paratransit contract encompasses a wide array of overlapping programs including County Connection LINK, LAVTA Wheels Dial-A-Ride, BART ADA paratransit coverage, One-Seat Regional Ride service, Alamo Creek flex-route shuttle service, and other special transportation services. A new Scope of Work introduces significant changes such as shared service standards across both agencies' programs, greater accountability for subcontractors, a more unified service model, and substantial reorganization toward that clarity.

A Request for Proposal (RFP) will be released September 1, 2026, with proposals due in October, evaluation and scoring in November and December, and a recommendation for award in January to both agencies' Boards. The RFP seeks a 3-year base contract with two, single-year extensions. The outcome of the Connect Bay Area funding measure on the November 2026 ballot may affect operating revenues, so appropriate flexibility of the new contract is an active focus of staff for procurement work.

This was an information only item.

8. Review of Vendor Bills, May and June 2026
The Committee reviewed the vendor bills for May and June 2026.

9. Approval of Legal Services Statement, May and June 2026 General and Labor
The Committee approved the legal services statements for May and June 2026 General and Labor.

10. Next Scheduled Meeting
The next meeting is scheduled for Wednesday, September 2nd, 2026, at 9:00 a.m. in the 3rd floor conference room at the County Connection Administration Office located at 2477 Arnold Industrial Way, Concord, CA.

11. Closed Session: Liability Claim
Pursuant to Government Code Section 54954.5
Claimant: Kieu
There were no reportable actions taken.

12. Adjournment
The meeting was adjourned at 9:53 a.m.

Minutes prepared and submitted by: Karol McCarty, Manager of Accounting