



TRANSIT PLANNING & OPERATIONS COMMITTEE

Thursday, January 15, 2004

MINUTES

1. CALL TO ORDER

The Regular Meeting of the Transit Planning and Operations (TP&O) Committee was called to order at 4:33 p.m. by Chairperson Cortese in Room 204, San Jose City Hall, 801 North First Street, San Jose, California.

ROLL CALL

Members Present

David Cortese, Chairperson
Ron Gonzales
Joe Pirzynski, Vice Chairperson

Members Absent

Pete McHugh

Alternates Present

None

Alternates Absent

Blanca Alvarado
Dolores Sandoval
Ken Yeager

*Alternates do not serve unless participating as a Member.

A quorum was present.

2. PUBLIC PRESENTATIONS

There were no Public Presentations.

3. ORDERS OF THE DAY

There were no Orders of the Day.

CONSENT AGENDA

4. **Meeting Records of September 18, 2003, October 16, 2003, and November 20, 2003**

M/S/C (Gonzales/Pirzynski) to receive and file the Meeting Records of September 18, 2003, October 16, 2003, and November 20, 2003.

5. **Minutes of December 18, 2003**

M/S/C (Gonzales/Pirzynski) to approve the Minutes of December 18, 2003.

6. **Community Oriented Design Enhancements (CODE) Program Update – December 2003 – January 2004**

M/S/C (Gonzales/Pirzynski) to receive and file the Community Oriented Design Enhancements (CODE) Program Update – December 2003 – January 2004.

7. **Report on the Capitol Light Rail Project for the Month of December 2003**

M/S/C (Gonzales/Pirzynski) to receive and file the Report on the Capitol Light Rail Project for the Month of December 2003.

8. **Report on the Tasman East Light Rail Project for the Month of December 2003**

M/S/C (Gonzales/Pirzynski) to receive and file the Report on the Tasman East Light Rail Project for the Month of December 2003.

9. **Report on the Vasona light Rail Project for the Month of December 2003**

M/S/C (Gonzales/Pirzynski) to receive and file the Report on the Vasona Light Rail Project for the Month of December 2003.

10. **Joint Powers Board Monthly Status Report**

M/S/C (Gonzales/Pirzynski) to receive and file the Joint Powers Board Monthly Status Report.

NOTE: M/S/C MEANS MOTION SECONDED AND CARRIED AND, UNLESS OTHERWISE INDICATED, THE MOTION PASSED UNANIMOUSLY.

11. **Committee for Transit Accessibility Report**

M/S/C (**Gonzales/Pirzynski**) to receive and file the Committee for Transit Accessibility Report.

12. Monthly Legislative Reports

M/S/C (**Gonzales/Pirzynski**) to receive and file the Monthly Legislative Reports.

REGULAR AGENDA

13. Election of Vice Chairperson for 2004

Chairperson Cortese opened the nominations from the floor for the position of Vice Chairperson of the TP&O Committee for 2004.

M/S/C (**Gonzales/Cortese**) to close the nominations and elect Member Pirzynski as Vice Chairperson for 2004.

14. (Removed from the Agenda.)

Approve submitting a recommendation to the Board of Directors to authorize the General Manager to execute a contract with the apparent low bidder for the Great Mall Ring Road Concrete Improvements Project.

15. Silicon Valley Rapid Transit Project Tunnel Preliminary Engineering and Program Control Services

Chairperson Cortese directed attention to the revised Board Memorandum.

Jack J. Collins, Chief Construction Officer, directed attention to the recommendation, noting that there was a change in the last sentence of the recommendation that specifically notes the percentage of federal funding and the exact dollar amount that VTA is anticipating placing against this contract out of the current \$2 million that VTA has available from the Federal Transit Administration (FTA). He noted that this is the largest engineering consultant package out of six that will come to the Board of Directors over the next five months for Preliminary Engineering services on the Silicon Valley Rapid Transit (SVRT) Project.

Mr. Collins provided a status report on five engineering consultant contracts coming before the Board of Directors: 1) Systems Design, 2) Line Segment Design, 3) Station Design, 4) Yard and Shops Design, and 5) Design Integration Services.

Mr. Collins reported that work included in this package consists of preparing preliminary engineering on the tunnel works in downtown San Jose, which is approximately 4.5 miles

of twin-bore tunnel. An extensive geo-technical program will be conducted to look at the design and the depth of the tunnel.

Mr. Collins reported that VTA issued a Request for Proposals for the tunnel design work in August 2003, after the Board of Directors recommended staff proceed with the preliminary engineering using 2000 Measure A sales tax bond proceeds. The following two firms submitted proposals in October 2003: 1) Hatch Mott MacDonald/Bechtel Infrastructure, a Joint Venture and 2) URS/Carter & Burgess, a Joint Venture. VTA put together a selection panel, which consisted of representation from the City of San Jose, BART, and VTA to review the proposals. The selection panel determined that Hatch Mott MacDonald/Bechtel Infrastructure, a Joint Venture was best qualified based on their worldwide tunnel experience. Mr. Collins reported that the project team consisted of 25 sub-consultants, many of them with a strong local presence in the Bay Area.

Mr. Collins reported that the amount of the contract for the preliminary engineering phase is \$51.2 million, and noted the elements and optional services included. He noted of the \$170 million in preliminary engineering, about \$110 million will be in preliminary engineering design contracts.

Mr. Collins noted that most of the work will be funded with the \$170 million bond proceeds for preliminary engineering that was approved by the Board of Directors on August 7, 2003, and \$2 million in federal funds received to date. Also, there is an indication that VTA will continue to proceed and request federal funding for the next fiscal year.

Mr. Collins reported that the Disadvantaged Business Enterprise (DBE) goal on this contract was 19 percent and the contractor has committed to achieving the goal.

Vice Chairperson Pirzynski referred to a notice indicating the Feds would not support the project and asked that staff speak to the issue in terms of the consequences or the potential consequences, since VTA is relying on state and federal monies to supplement local monies to make the Project happen. He referred to the article contained in today's San Jose Mercury News regarding the issue of federal funding. Peter M. Cipolla, General Manager, reported that this is a report required by Congress for FTA to issue on an annual basis, which is essentially called a new starts report, and is usually tied into the President's budget. Mr. Cipolla noted that the information is preliminary and because VTA is working closely with the FTA, VTA is aware of its scoring status on two key elements, which are the project justification and financial elements. He noted that it is a snapshot in time and it would be updated again in August 2004. The report should not be

taken as a death knell to the project. Mr. Cipolla reported that there are several projects that have "not recommended" that also get funding. He noted the projects are San Francisco Muni, Pittsburgh, Philadelphia, and a Puerto Rico Project. There are two basic

categories that the FTA scores on and one is the project justification and within that is the impact on congestion, ridership, cost per rider, and benefit analysis, which is a new software program the FTA has come up with over the past 18 months to 2 years. He reported that the FTA has had problems with the software program and noted that last year because of the problems in the software program, VTA received a "not recommended" rating. He noted that this was not because of the merits of the project, it was because of the current economic impact. Mr. Cipolla reported that this is a very long-term project and there will be a lot of walls to climb as VTA moves through the process. VTA will continue to push ahead, continue to award the contracts, do the preliminary engineering and as the economic conditions change, so will these types of recommendations that are coming out of the FTA.

Member Gonzales noted that discussion that he, Mr. Cipolla, Carl Guardino, Silicon Valley Manufacturing Group, and Congressman Honda had with Gary Richards and Barbara Marshman of San Jose Mercury News to make sure that they understand the process before getting some reactionary story that puts the wrong light on the issue. Member Gonzales noted that this is a snapshot in time; a process whereby the FTA staff looks at all of the variables. He noted that he does not think that the FTA has any objections to the project. He referred to the financial conditions of VTA and the State of California. He noted the disappointment of VTA's rating, but was not surprised by the rating. Member Gonzales noted that the work being done as a Board to better the financial position of VTA will feed into the next review. The important thing to remember is that there are projects that are commonly "not recommended," but continue to get funding. Member Gonzales noted that VTA's efforts should continue on the Environmental Impact Report (E.I.R.) and engineering and on the lobbying side to improve VTA's rating and to do everything possible to have the project in the Reauthorization Bill, which will take place either in 2005 or 2006.

Vice Chairperson Pirzynski expressed concern about the \$51 million for the preliminary engineering phase. He queried if this is the right time to move forward with the Project. Mr. Cipolla noted being involved in several of these projects throughout his career, he is a firm believer that VTA should continue to move ahead and keep on pushing in making sure that everything is shelf ready. He noted that every dollar invested locally continues to show the Feds and Congress that this community is serious about the Project and about completing the project. Mr. Cipolla indicated the amount of money already invested in the Project and noted we should continue to keep on pushing.

Member Gonzales concurred with Vice Chairperson Pirzynski that timing is everything and noted the cue issues are extremely important. He noted that more and more communities are looking to the Feds for some funding commitments for their rail

extensions. Member Gonzales noted that once the financial issues of VTA and the State of California are resolved, the competitive advantage of the project is the local commitment.

Vice Chairperson Pirzynski commented that he is in support of BART being concluded, but noted that there is a really strange environment with our public. He noted support of the motion with reservation, because much more work needs to be done by management to enhance the perception of how this all fits in, how \$51 million can be expended in a Project that is downstream and making sure there is a project versus having a project shelf-ready that never actually gets on the ground. He noted this issue needs to be addressed and addressed for the next Board of Directors' Meeting, so that in the context of VTA's recommendation there needs to be much more information. Member Gonzales noted that virtually every rail project started and finished in Santa Clara County has had a moment like this. He noted that you never start out taking that first step having everything assured to you.

Chairperson Cortese referred to the re-application process/bond rating process and queried how often will these opportunities arise. Mr. Cipolla noted that it is an annual process.

M/S/C (Gonzales/Pirzynski) to approve submitting a recommendation to the Board of Directors to authorize the General Manager to execute a contract with the joint venture of Hatch Mott MacDonald Transportation and Tunnels, Inc., and Bechtel Infrastructure Corporation for tunnel design and program control services for the Silicon Valley Rapid Transit (SVRT) Project in an amount not to exceed \$51,200,000 for the Preliminary Engineering phase. The initial contract term will be for 24 months with future amendments to be presented to the Board for final design and construction management services once approval to enter into final design for the SVRT Project is determined. This contract is currently 1% (\$500,000) federally funded.

16. FY 2004-2013 Short Range Transit Plan (SRTP)

Julie Render, Principal Transportation Planner, reported that as a transit operator, VTA prepares the Short Range Transit Plan (SRTP) every two years as required by both the Metropolitan Transportation Commission (MTC) and the FTA. The SRTP is a ten-year plan and feeds into the Countywide Transportation Plan and the Regional Transportation Plan (RTP). MTC uses the SRTP in developing their regional transit capital programming documents. Both FTA and MTC use the SRTP as the justification required for awarding VTA operating and capital grants.

Ms. Render reported that the SRTP has five different chapters, nine separate appendices, and includes a wide variety of information about VTA. The SRTP is intended to reflect Board policy and budget decisions made and also the direction set by Valley Transportation Plan (VTP) 2030 to the extent possible, recognizing that VTP 2030 is a work in progress.

James R. Lightbody, Transit Planning & Development Deputy Director, directed attention to the SRTP, Page 3-19, Table 3-1 – Santa Clara Valley Transportation Authority – Operating Budget, and noted the table is consistent with the most recent information seen at the Board of Directors Workshop Meetings. The table reflects a plan that is a steady state plan, the service levels are assumed to remain at current levels into the ten-year time frame, and includes a moderate sales tax estimate. He noted the one change that VTA has done to satisfy the SRTP requirements is rather than showing a deficit at the bottom, VTA has shown that the plan has an Ending Reserve Balance of at least \$5 million year to year. This was done by introducing under “Revenue” a line that is described as “Other Revenue/Cost Reductions”.

Mr. Lightbody directed attention to Chapter 4 – Capital Improvement Program, and noted it indicates how VTA would continue to replace vehicles, upgrade/improve facilities, and incorporates the introduction of the Zero Emission Buses (ZEBs). He noted that there has been a change, which reflects that VTA would only be purchasing 15 percent of any replacement vehicles, which would be ZEBs, as opposed to the earlier policy of 100 percent of the replacement vehicles. The plan reflects VTA’s vehicle replacement and the facility needs to support the level of ZEBs.

M/S/C (Pirzynski/Gonzales) to approve submitting a recommendation to the Board of Directors to approve the FY 2004-2013 Short Range Transit Plan (SRTP).

17. Draft Caltrain 2004-2023 Strategic Plan

Frank Sharpless, Transportation Policy and Program Manager, reported that VTA is one of the three partners in funding and providing Caltrain service along with San Francisco and San Mateo Counties, noting that SamTrans is the Management Agency. VTA provides parts of both their operating and capital funds. VTA has three of their nine members on the Joint Powers Board. Mr. Sharpless reported that Caltrain has recently prepared a 20-year strategic plan outlining several scenarios of how to get from here into the future by veering costs, programs, projects, and service levels.

Jerry Kirzner, Deputy Chief of Operations of Caltrain, distributed a document entitled “Presentation of the Draft Caltrain Strategic Plan – Presentation to Joint Powers Board (JPB) December 4, 2003,” noting that the Draft Caltrain Strategic Plan was presented to the JPB last month. Caltrain is in the process of informing the public about the plan.

Mr. Kirzner noted that in the past Caltrain faced criticisms that sometimes capital programs do not necessary line up with ridership and projections. Mr. Kirzner noted this is an attempt to quantify and categorize all of this into one living document. The last time a similar planning exercise was done by the JPB was in 1999, which resulted in the Rapid Rail Program, with the desire to electrify Caltrain as well as the engage in the

general rehabilitation of the railroads. He reported that the Draft Caltrain Strategic Plan, for the first time, aligns both capital programs with service plans.

Mr. Kirzner directed attention to the Draft Caltrain Strategic Plan Presentation and provided an overview, highlighting: 1) Components; 2) The Vision; 3) Guiding Principles; 4) Plan Approach, which introduced the following four Scenarios: a) No-Build or Status Quo, b) Moderate Growth, c) Enhanced, and d) Build-Out; and 5) Strategic Initiatives. He noted that one of the questions being posed is whether one scenario should be selected or should the scenarios be viewed as part of a continuum? In a continuum, key funding opportunities or increased demand for service can trigger a shift to another scenario.

Mr. Kirzner directed attention to the Draft Caltrain Strategic Plan Presentation, Scenario 1 – No Build or Status Quo, and noted it represents just keeping the railroads in the state of good repair for the next 20 years. Caltrain currently operates 76 trains per day and would be going to 86 trains per day by the end of Spring.

Mr. Kirzner directed attention to Scenario 2 – Moderate Growth and noted the scenario optimizes operating and capital improvements and represents a kind of pay as you go approach as various capital funds are available. It represents an increase in terms of the capital costs that would be required of up to \$2 billion over the next 20 years.

Mr. Kirzner directed attention to Scenario 3 – Enhanced and noted that the JPB is looking forward to starting the Baby Bullet Service between San Jose and San Francisco. Currently, even though Caltrain had invested in the project, Caltrain will only be able to operate the Baby Bullet Express once an hour. Caltrain would be able to operate with higher frequencies and operate more trains on the right-of-way.

Mr. Kirzner directed attention to Scenario 4 – Build Out or Status Quo and noted the scenario does envision tying into the California High Speed Rail initiative that is being discussed.

Mr. Kirzner directed attention to the Economic Evaluation and noted that the No-Build alternative is very costly and is probably the least desirable. The Enhanced Scenario would probably be the best bet in terms of where we would like to ultimately get.

Mr. Kirzner directed attention to the Policy Considerations and provided an overview, highlighting the plan approach, financial forecasting issues, and various other issues.

Mr. Kirzner noted that the vision of Caltrain is achievable and continuum is the recommended policy approach. He also provided a report on Caltrain's next steps and schedule.

Member Gonzales directed attention to the document distributed entitled "Presentation of the Draft Caltrain Strategic Plan, Presentation to Joint Powers Board, December 4,

2003,” Page 6, Scenario 4: Build Out, Capital Cost: \$4.9 billion and Capital Deficit over \$3.2 billion, and queried if Caltrain has identified funds to address this deficit. Mr. Kirzner noted over the course of the next 20 years, if we were to commit now to a full build-out, this would represent the \$3.2 billion shortfall in the next 20 years.

Vice Chairperson Pirzynski noted when a Caltrain system is effectively on the ground and working and not adding more service, electrification of the right-of-way is a high cost project that does not add service. He queried if Caltrain is moving forward with electrification or is it still up for question. He asked why electrification is built into Scenarios 2 through 4, and is it essential to expanding and enhancing service. Mr. Kirzner noted that this is one of the approved goals by the JPB and it his understanding that within MTC the electrification of Caltrain is still one of the projects that has legs. Caltrain recognizes that part of being able to do that is going to require local contributions. He referred to the comments made by Mr. Cipolla regarding continuing with the plans for BART and noted it is the same kind of reasoning. Even though the money is not yet here to do the electrification, we are continuing to keep it shelf ready at such time funds do kind of crystallize.

Vice Chairperson Pirzynski noted if the Moderate Scenario was chosen is electrification, although it is something you want to have shelf ready, is it essential to moving forward with your program, is it essential to enhancing the service, or is it supplemental or elected in nature, so that you could theoretically go to the highest build-out, accomplish what you want, and still do diesel rather than electrification. Mr. Kirzner noted for a California high speed to come up the peninsula, the railroad would have to be electrified. He noted Caltrain is running diesel right now, but the JPB did review the option, and there are various reasons to electrify.

Member Gonzales queried about the monies allocated in the Measure A Expenditure Plan for Caltrain improvements, including electrification. Mr. Collins noted it was approximately \$200 million.

Mr. Sharpless reported that staff is seeking a recommendation from the Board of Directors to authorize the Board Chair to submit a set of comments and concerns regarding the Draft Caltrain Strategic Plan to the Caltrain Joint Powers Board. He reported that there are several scenarios being posed, and noted the scenarios are summarized on Page 2 of 3 of the staff report, identifying service levels, costs, projected

capital program totals and projected capital program shortfalls. He directed attention to Page 3 of the staff report and noted staff inserted corresponding current perimeter to provide a context of corresponding data indicating current Caltrain service level and VTA contributions.

Mr. Sharpless directed attention to Page 4 of the staff report, noting the series of policy questions that the JPB would like to have addressed. He also directed attention to Page 4 of the staff report, noting that staff took the two-year budget, SRTP, VTP 2020, and VTP 2030, which is a work in progress, as well as the conclusions and recommendations of the Ad-Hoc Financial Stability Committee and reviewed Caltrain's Draft Strategic Plan in the context with these documents. He provided a report on VTA's comments and concerns regarding the Draft Caltrain Strategic Plan that are recommended for submittal to the JPB. He noted the concerns raised in the Draft Strategic Plan regarding the funding, cost and timing of electrification.

Member Gonzales expressed an interest in conveying to the JPB that VTA is supportive of Caltrain improvements, including electrification, but Measure A revenues are not received until 2006.

Member Gonzales requested that the letter to be submitted to the JPB contain information indicating that VTA would like to see the JPB, and projects it submits, respect the regional transit project priorities the same way that VTA has at the Metropolitan Transportation Commission (MTC). He noted VTA's commitment regarding BART to San Jose and Silicon Valley, to not get in front of continued funding to complete the BART to SFO Project.

Chairperson Cortese queried how often VTA will have an opportunity to review the Strategic Plan. Mr. Cipolla noted that this is really one of the first comprehensive Strategic Plan's that Caltrain has ever put together. He noted that staff is asking the Committee to recommend to the Board of Directors that the Board Chair would send VTA's comments to Caltrain for incorporation in their Strategic Plan. Chairperson Cortese noted that maybe we should be giving concern about where our \$225 million is, especially on the electrification issue, and how things are shaping up financially. He recommended that the Strategic Plan return to VTA for comment on an annual basis. Mr. Cipolla reported that as part of the Ad-Hoc Financial Stability Committee recommendations and as part of this last budget process, the Board of Directors adopted a policy that the Board has to approve the various specific capital programs for all of our partner agencies before endorsing. He noted as Caltrain moves forward in their budgetary process, that part of the capital budget would come forward to the Board of Directors as an endorsement before it moving forward. The Committee requested that the comments provided by staff be included in the letter submitted to the JPB.

M/S/C (Gonzales/Pirzynski) to approve submitting a recommendation to the Board of Directors to authorize the Chairperson to submit a letter to the Peninsula Corridor Joint Powers Board (JPB) identifying the Santa Clara Valley Transportation Authority's (VTA) comments and concerns related to the Draft Caltrain 2004-2023 Strategic Plan, and further requested that the letter submitted to the JPB contain information indicating that VTA would like to see the JPB, and projects it submits, respect the regional transit

project priorities the same way that VTA has at the Metropolitan Transportation Commission (MTC). Also include comments from staff noting that the Board of Directors adopted a policy that the Board has to approve the various specific capital programs for all partner agencies before endorsing, and as Caltrain moves forward in their budgetary process, that part of the capital budget would come forward to the Board of Directors as an endorsement before moving forward.

Member Gonzales left the meeting at 5:31 p.m., the quorum was lost, and a Committee of the Whole was declared.

OTHER ITEMS

18. Transit Performance Measures

On order of Chairperson Cortese, there being no objection, the Committee of the Whole deferred the Transit Performance Measures to the February 19, 2003 TP&O Meeting.

19. Paratransit Service Business Practices Improvement Plan: Project Update

George Tacké, Accessible Services Manager, distributed a color version of Attachment B – VTA Paratransit Program Cost, Fiscal Year 98-99 through Fiscal Year 03-04.

Mr. Tacké reported that at the November 7, 2003 Board of Directors meeting, staff was requested to provide periodic updates on the status and impact of improvements made as part of the Paratransit Service Business Practices Improvement Plan. He noted that the Paratransit Service Business Practices Improvement Plan Project Update is the second update provided to the Board Standing Committees.

Mr. Tacké reported that staff developed a four-phase plan in response to some very rapidly rising costs in paratransit services. He noted that Phase I was fully implemented August 2002; Phase II was fully implemented by July 2003; Phase III was recently implemented October 2003. The first three phases focused primarily on paratransit policy

modifications, changes in operational practices of vendor and broker reductions, increase in revenue and most recently a new Eligibility Certification Program. Phase IV is

currently underway and will include the study of the overall paratransit service business model. Mr. Tacké noted that VTA is looking at how service is delivered and will review the division of responsibilities between the broker and the vendors. VTA will be looking at alternate business models and revisit how contracts are structured. Later this Spring, based on the results of the study, staff will come back to the Standing Committees and

make any recommendations that seem appropriate. The goal is to continue to develop strategies that further control costs, but while maintaining service quality.

Mr. Tacké reported that since the implementation of the first cost-containment strategies, the program costs have continued to fall. He directed attention to the graph entitled Attachment B – VTA Paratransit Program Cost, Fiscal Year 98-99 through Fiscal Year 03-04, and noted prior to the development and implementation of any of the improvements, the original projection of costs for FY 03-04 was \$43.8 million. The current most recent projections for FY 03-04 is that VTA will be spending a little under \$27 million and the total estimated savings is \$16.85 million. Mr. Tacké noted that this year, VTA is starting to see reductions in costs due to lower utilization. The reason for the lower utilization, among other things, is the new Eligibility Certification Program, noting that the enrollment rate is down. More customers are being shifted to VTA's highly accessible fixed-route services. He noted that the pre-screening process has been very effective in educating customers about the types of services VTA provides and the expectations of VTA.

Mr. Tacké reported that in the near-term ridership and costs will actually continue to drop and in the long-term, VTA is hoping for more moderate, more manageable, reasonable growth in costs. He noted that staff would provide a report back to the Committee as soon as the current year-end figures become available.

Chairperson Cortese and Vice Chairperson Pirzynski complimented staff on a job well done.

Chairperson Cortese queried about the timeframe of the annual report on the vendor assisting in the determination of eligibility. Mr. Tacké noted there would be a report back in the fall once year-end data is available.

On order of Chairperson Cortese, there being no objection, the Committee of the Whole received the Paratransit Service Business Practices Improvement Plan: Project Update.

20. Preliminary Tasman East/Capitol Bus/Rail Service Integration Plan

Mike Aro, Service and Operations Planning Deputy Director, distributed documents in color entitled "Existing Light Rail Operating Plan," "Proposed Light Rail Operating Plan," "Proposed Bus Route Changes," and "Description of Bus Route Changes".

Mr. Aro reported that staff developed a Preliminary Tasman East/Capitol Bus/Rail Service Integration Plan in preparation for the July 2004 opening of the Tasman East/Capitol light rail extension. The Plan includes the following two components: 1) light rail operating plan and 2) bus operating modifications to support the light rail plan.

Mr. Aro directed attention to the Existing and Proposed Light Rail Operating Plan and provided an overview. VTA is proposing that the new Tasman East/Capitol extension be attached on to the existing Guadalupe line for several reasons. One is that the operating environments in both the new extension and the Guadalupe line are similar with residential shopping. Both lines versus Tasman West is primarily commuter oriented and second, VTA is looking at service levels. He provided a report on the current Tasman West and Guadalupe lines operating intervals. He noted that VTA feels it is important to open up the new extension with good levels of service and in order to do that, if attached to the Tasman West line, VTA has to upgrade the Tasman West line. He noted the operational benefits in linking the lines together.

Mr. Aro directed attention to the Proposed Bus Route Changes and provided an overview.

Mr. Aro provided a report on the timeline for implementing the Bus/Rail Integration Changes.

Chairperson Cortese directed attention to the "Proposed Light Rail Operating Plan" and suggested that staff identify the station locations.

On order of Chairperson Cortese, there being no objection, the Committee of the Whole received the Preliminary Tasman East/Capitol Bus/Rail Service Integration Plan.

21. **Report on the Zero Emission Bus (ZEB) Demonstration Program Second Quarter, 2004**

Matthew Tucker, Transportation and Maintenance Director, reported that the project is on schedule and the delivery of the first bus is due in May 2004.

On order of Chairperson Cortese, there being no objection, the Committee of the Whole received the Report on the Zero Emission Bus (ZEB) Demonstration Program Second Quarter, 2004.

22. **Committee Work Plan**

Denise Daly, Chief of Staff, noted the removal of the Approval of the Great Mall Ring Road Concrete Improvements item.

On order of Chairperson Cortese, there being no objection, the Committee of the Whole reviewed and accepted the Work Plan.

23. Committee Staff Report

There was no Committee Staff Report.

24. Chairperson's Report

There was no Chairperson's Report.

25. Determine the Consent Agenda for February 5, 2004 Board Meeting

CONSENT: Item #16. Approve the FY 2004-2013 Short Range Transit Plan (SRTP).

REGULAR: Item #15. Authorize the General Manager to execute a contract with the joint venture of Hatch Mott MacDonald Transportation and Tunnels, Inc., and Bechtel Infrastructure Corporation for tunnel design and program control services for the Silicon Valley Rapid Transit (SVRT) Project in an amount not to exceed \$51,200,000 for the Preliminary Engineering phase. The initial contract term will be for 24 months with future amendments to be presented to the Board for final design and construction management services once approval to enter into final design for the SVRT Project is determined. This contract is currently 1% (\$500,000) federally funded and **Item #17.** Authorize the Chairperson to submit a letter to the Peninsula Corridor Joint Powers Board (JPB) identifying the Santa Clara Valley Transportation Authority's (VTA) comments and concerns related to the Draft Caltrain 2004-2023 Strategic Plan.

26. Announcements

There were no Announcements.

27. Adjourn

On order of Chairperson Cortese, there being no objection, the meeting was adjourned at 5:55 p.m.

Respectfully submitted,

Tracene Y. Crenshaw, Board Assistant
VTA Board of Directors