

Transit Planning & Operations Committee

Thursday, November 20, 2008

MINUTES

1. CALLED TO ORDER

The Regular Meeting of the Transit Planning and Operations (TP&O) Committee was called to order at 4:32 p.m. by Vice Chairperson Sellers in Conference Room B-104, Valley Transportation Authority (VTA), 3331 North First Street, San Jose, California.

ROLL CALL

Attendee Name	Title	Status	Arrived
David Cortese	Alternate Board Member	Absent	
Dolly Sandoval	Board Member	Absent	
Nancy Pyle	Board Member	Absent	
Dominic Caserta	Board Member	Present	4:38 PM
Chris Moylan	Alternate Board Member	Absent	
Bob Livengood	Alternate Board Member	Absent	
Greg Sellers	Board Member	Present	
Chuck Page	Alternate Board Member	Present	

*Alternates do not serve unless participating as a Member.

A quorum was not present and a Committee of a Whole was declared.

2. PUBLIC PRESENTATIONS:

There were no Public Presentations.

3. ORDERS OF THE DAY

Michael T. Burns, General Manager, announced a short Board of Directors meeting would be conducted on December 11, 2008, at 9:00 a.m. with the Board Workshop following at 9:30 a.m.

On Order of Vice Chairperson Sellers and there being no objection, the Committee of a Whole accepted the Orders of the Day.

CONSENT AGENDA

4. Minutes of October 16, 2008

On Order of Vice Chairperson Sellers and there being no objection, the Committee of a Whole deferred the Minutes of October 16, 2008.

REGULAR AGENDA

5. Report from the Committee for Transit Accessibility (CTA) Meeting

On Order of Vice Chairperson Sellers and there being no objection, the Committee of a Whole deferred the report from the Committee for Transit Accessibility (CTA) Meeting.

6. FY08-09 California Transit Security Grant Program - California Transit Assistance Fund (CTSGP-CTAF)

John Ristow, Chief CMA Officer, reported on the requirement to adopt a resolution to execute grant applications to receive funding from the FY08-09 CTSGP-CTAF.

On Order of Vice Chairperson Sellers and there being no objection, the Committee of a Whole deferred the FY08-09 California Transit Security Grant Program - California Transit Assistance Fund (CTSGP-CTAF) until arrival of a quorum.

7. Freight Railroad Relocation - Cooperative Funding Agreement Amendment with the Alameda County Transportation Authority and the City of Fremont for Final Engineering Services

Member Caserta took his seat at 4:38 p.m. and the quorum was declared.

Mark Robinson, Acting Chief Engineering and Construction Officer, provided a brief report highlighting the following: 1) Project location; 2) Limits of activities; 3) Freight railroad relocation activities along Mission Warren, Kato Road and Wrigley Creek; 4) Individual agency objectives; 5) FRR activities under the approved FY 2009 budget; 6) Agreements with partner agencies; 7) Engineering consultant contracts; 8) Utility company agreements; 9) Right-of-way acquisition; and 10) Construction contracts.

M/S/C (Caserta/Page) to submit a recommendation to the Board of Directors to authorize the General Manager to execute an amendment to the Cooperative Funding Agreement with Alameda County Transportation Authority and the City of Fremont for final engineering services for the Mission Warren Truck Rail Program. The Cooperative Funding Agreement amendment will increase the VTA share by \$1.96 million to \$6.90 million.

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

8. **Freight Railroad Relocation – Amendment to Engineering Services Contract with HNTB Corporation for Mission Warren Truck Rail Program and Wrigley Creek Improvement Project (Phase 1)**

M/S/C (Caserta/Page) to submit a recommendation to the Board of Directors to authorize the General Manager to execute a contract amendment with the HNTB Corporation in an amount not to exceed \$4.70 million, and extend the contract term to May 31, 2010, for engineering services necessary to complete 100% design development of the Mission Warren Truck Rail Program and Phase 1 of the Wrigley Creek Improvement Project. The current HNTB Corporation contract amount is \$64.83 million.

9. **Freight Railroad Relocation – Right-Of-Way Acquisition Agreement with Alameda County Transportation Authority and City of Fremont**

M/S/C (Caserta/Page) to submit a recommendation to the Board of Directors to authorize the General Manager to execute a Right-of-Way Acquisition Agreement with Alameda County Transportation Authority and the City of Fremont for the acquisition of rights-of-way for the Mission Warren Truck Rail Program. The right-of-way acquisition agreement will be for \$1,530,000, of which VTA's share is not to exceed \$400,000.

The Agenda was taken out of order.

6. **FY08-09 California Transit Security Grant Program - California Transit Assistance Fund (CTSGP-CTAF)**

M/S/C (Page/Caserta) to submit a recommendation to the Board of Directors to adopt a resolution authorizing the General Manager to submit and execute grant applications and agreements, certifications, assurances, and other documents as necessary to the Governor's Office of Homeland Security (OHS) to receive \$3,289,948 from the FY08-09 California Transit Security Grant Program-California Transit Assistance Fund (CTSGP-CTAF).

10. **Joint Workforce Investment (JWI) Program**

Michael Hursh, Operations Deputy Director, reported on the JWI Program, which is a partnership between Santa Clara VTA and the Amalgamated Transit Union Local 265 (ATU).

Mr. Hursh described the goals of JWI and enumerated the following ongoing projects: 1) Maintenance Career Ladder Training Project; 2) New Operator/Mentor Pilot Project; and 3) Transit Career Ladder Project.

Tom Fink, Amalgamated Transit Union, stated the JWI Program and its projects are highly successful. It increases the operators' professional pride and quality of work. He added the program also provide confidence to new bus operators.

Member Caserta recommended offering the program to high school students, especially those who are in the 11th and 12th level. Mr. Fink responded the partnership between VTA and ATU, in cooperation with the San José City College, is developing a speaker

program that would reach out to youth and high school students about careers on public transportation.

Alternate Member Page inquired on the metrics used to evaluate the performance of the projects. Mr. Hursh responded mechanics were provided with pretests and posttests, while mentored and unmentored operators were given survey questionnaires. The result of the tests and surveys indicated the program is effective and provides positive impact to mechanics and operators.

Alternate Member Page recommended using data from the projects and relating them to actual bus reliability and operation. Mr. Hursh commented the projects have a strong connection to bus operation, and staff is monitoring its effects. He noted that VTA reached an all-time high on Vehicle Reliability and Vehicle Miles Between Failures when the program was put into effect.

Michael T. Burns, General Manager, stressed on the improved statistics regarding absenteeism and its correlation to the program.

On Order of Vice Chairperson Sellers and there being no objection, the Committee received a quarterly report on the progress made on the Joint Workforce Investment program from July 1, 2008 through September 30, 2008.

11. Balance Point Contract Amendment

M/S/C (Page/Caserta) to submit a recommendation to the Board of Directors to authorize the General Manager to execute a contract with Balance Point Strategic Services in the amount of \$462,355 to provide professional services in support of the Joint Workforce Investment (JWI) project. The term of the contract would be from January 1, 2009 through June 30, 2011, with an additional one-year option.

12. Santa Clara/Alum Rock Bus Rapid Transit (BRT) EIR Certification

Kevin Connolly, Transportation Planning Manager, provided a presentation highlighting the following: 1) Project background; 2) BRT features; 3) Corridor Evaluation; and 4) Santa Clara-Alum Rock funding and schedule.

Tom Fitzwater, Environmental Planning Manager, provided a presentation highlighting the following: 1) Environmental milestones; 2) Summary of public comments on Draft EIR; 3) Summary of impacts for BRT - Overall; 4) On-street parking inventory; and 5) VTA Board action requested.

Vice Chairperson Sellers expressed concern on the loss of parking as one of the impacts of the BRT project. Mr. Connolly responded staff is working with the City of San José on platform zoning to determine land use development.

Vice Chairperson Sellers inquired on the ridership figures resulting from the BRT project. Mr. Connolly indicated increase in ridership is the effect of a 30 percent decrease in travel time, increase in bus frequency, and routing improvements.

M/S/C (Caserta/Page) to submit a recommendation to the Board of Directors to approve the Santa Clara-Alum Rock Transit Improvement Project through the following actions:

1. Certify that the Final Environmental Impact Report:
 - a. Meets the requirements of the California Environmental Quality Act.
 - b. Represents the independent judgment of the VTA as the Lead Agency; and
 - c. Was presented to the VTA Board of Directors for review and consideration.
2. Adopt the Findings, including the following:
 - a. Findings; and
 - b. Facts in Support of Findings.
3. Adopt a Mitigation and Monitoring and Reporting Program.
4. Adopt the recommended project description, which calls for implementing Phase I-Bus Rapid Transit.

13. Silicon Valley Rapid Transit Program – Amendment to Engineering Services Contract with HNTB Corporation

Mark Robinson, Acting Chief Engineering and Construction Officer, illustrated the following phases of the BART Extension to Milpitas, San José and Santa Clara: 1) BART Silicon Valley-Northern Area; 2) BART Silicon Valley-Southern Area; and 3) BART Silicon Valley-Western Area.

Carolyn Gonot, Chief SVRT Program Officer, reported on SVRT Program activities highlighting the following: 1) FTA New Starts Program Funding application preparation; 2) Federal Environmental Impact Statement preparation; 3) Project Implementation Plan Development; and 4) Resolution of outstanding planning and design issues.

Mr. Robinson enumerated the following Engineering Consultant Contracts: 1) HNTB Engineering Services (Northern Area); 2) HMM/Bechtel Program-Wide Support and Engineering Services (Central Area); and 3) Earth Tech Engineering Services (Stations).

Michael T. Burns, General Manager, gave a brief summary regarding the services provided by engineering consultant contracts. He noted amendments to the contracts are geared to support the following activities: Completion of 65 percent design by January 2009; complete the environmental process; and participate on federal programs to compete for federal funding.

Vice Chairperson Sellers inquired on the Board of Directors reaffirmation process. Mr. Burns responded the Board of Directors need to adopt a full funding plan for the BART extension, and approve \$16 million of the State and local partnership bond money to complete funding for the Warm Springs project.

M/S/C (Caserta/Page) to submit a recommendation to the Board of Directors to authorize the General Manager to execute a contract amendment with the HNTB Corporation in an amount not to exceed \$3.00 million, and extend the contract term to December 31, 2009, for engineering services for the Silicon Valley Rapid Transit Program. The current HNTB Corporation contract amount is \$64.83 million.

14. Silicon Valley Rapid Transit Program – Amendment to Engineering Services Contract with HMM/Bechtel, a Joint Venture

M/S/C (Caserta/Page) to submit a recommendation to the Board of Directors to authorize the General Manager to execute a contract amendment with HMM/Bechtel, a Joint Venture in an amount not to exceed \$10.0 million, increasing the total contract value to \$104.5 million, and extend the contract term to December 31, 2009, for engineering and project-wide support services for the Silicon Valley Rapid Transit Program and the Freight Railroad Relocation program.

15. Silicon Valley Rapid Transit Program – Amendment to Engineering Services Contract with Earth Tech, Inc.

M/S/C (Caserta/Page) to submit a recommendation to the Board of Directors to authorize the General Manager to execute a contract amendment with Earth Tech, Inc. in an amount not to exceed \$3.3 million, increasing the total contract amount to \$42.2 million, and extend the contract term to December 31, 2009, for engineering services for the Silicon Valley Rapid Transit Program.

OTHER ITEMS

16. October 2008 Monthly Ridership and Fare Revenue Performance

Joonie Tolosa, Operations Analysis, Reporting & Systems Manager, reported on the following October 2008 Monthly Ridership and Fare Revenue performance:

- System Ridership - Average weekday ridership increased by 13 percent and FYTD increased by 9.4 percent;
- Bus Ridership - Average weekday ridership increased to 124,365;
- Light Rail Ridership - Average weekday ridership increased to 38,049;
- Fare Revenues - Total for the month increased by 4.5 percent and FYTD increased by 4.7 percent; and
- Average Fare per Boarding - Average for the month is -6.6percent and FYTD is -3.3 percent.

On Order of Vice Chairperson Sellers and there being no objection, the Committee received the October 2008 Monthly Ridership and Fare Revenue Performance report.

17. Fiscal Year to Date 2009 First Quarter Transit Operations Performance Report

Joonie Tolosa, Operations Analysis, Reporting & Systems Manager, provided the following report on ridership performance: 1) Bus ridership totaled 8.96 million, an 8.8 percent increase; 2) Light rail ridership totaled 2.97 million, an increase of 2.1 percent; and 3) Overall system ridership increased by 7.1 percent.

Mr. Tolosa reported on Key Performance Indicators. He noted absenteeism continues to meet its goal. The daily service reliability performance is at the highest fiscal-year-to-date recording in VTA history at 99.69 percent. He indicated bus miles between major mechanical schedule losses improved by 3.8 percent, and light rail miles between major mechanical schedule losses increased by 80.4 percent. Due to delays caused by the

County and City of San José traffic signal modifications, light rail on-time performance of 83.9 percent is lower compared to last year.

On Order of Vice Chairperson Sellers and there being no objection, the Committee received the Fiscal Year to Date 2009 First Quarter Transit Operations Performance Report.

18. TP&O Quarterly Marketing Report

Bernice Alaniz, Deputy Director for Marketing & Public Affairs, reported on the success of the following marketing campaigns: 1) 2008 Summer Blast Pass; 2) 2008 Express Bus Promotion - Get in the Fast Lane; 3) Light Rail Promotion - Electrify your Trip Theme; and 4) Fare Media Campaign - Good Buy Theme.

Ms. Alaniz noted VTA continues to partner with public and private sector organizations to promote public transportation. She stated the goal is to gain two to three new partnerships per month.

Ms. Alaniz indicated VTA is working with other transit agencies to promote the use of public transportation. First campaign of the joint effort would be introduced on March and April 2009.

On Order of Vice Chairperson Sellers and there being no objection, the Committee received the TP&O Marketing report.

19. BART Extension Economic Effects Evaluation - Summary of Results

Carolyn Gonot, Chief SVRT Program Officer, provided a brief report on the economic effects of the BART Extension.

Paula Dowell, Wilbur Smith Associates, provided a report titled, "Economic Impacts of Proposed SVRT BART" highlighting the following: 1) Purpose of economic analysis; 2) Categories of benefits; 3) Process flow; 4) Regional Economic Model Incorporated (REMI); 5) Strategic development impacts; 6) New land development impacts; 7) Economic competitiveness impacts; 8) Mobility benefits; 9) Accessibility benefits to personal vehicle users in Santa Clara County; 10) Expanded labor force market; 11) Total economic benefits of the SVRT BART Extension 2008-2030; 12) Return on investment (ROI) of the SVRT BART Extension; 13) ROI estimates; and 14) Conclusions.

Alternate Member Page inquired about the expanded labor force market. Ms. Dowell responded the report refers to the entire labor force. She noted the analysis was based on geo-coding major employment centers to identify areas that created most employment.

Vice Chairperson Sellers queried on the impact of the BART Extension to various industries. Ms. Dowell explained the study included the REMI and Association of Bay Area Governments (ABAG) employment forecasts, but it does not include impacts to various industries.

On Order of Vice Chairperson Sellers and there being no objection, the Committee received the BART Extension Economic Effects Evaluation - Summary of Results.

20. Items of Concern and Referral to Administration

There were no Items of Concern and Referral to Administration.

21. Committee Work Plan

On Order of Vice Chairperson Sellers and there being no objection, the Committee Workplan was received.

22. Committee Staff Report

Dan Smith, Chief Operating Officer, provided a written report highlighting the following: 1) Highway 17 Express ridership; 2) Dumbarton Express ridership; 3) Light rail ridership; 4) ACE Shuttle ridership; 5) Sharks ridership; 6) Fuel prices - 4 week trend; 7) Operator survey for Annual Transit Service Plan; 8) Older driver traffic safety seminar; 9) ProTracker System demo; and 10) Historic trolley service.

On Order of Vice Chairperson Sellers and there being no objection, the Committee Staff report was received.

23. Chairperson's Report

There was no Chairperson's Report.

24. Determine Consent Agenda for the December 11, 2008 Board Meeting

CONSENT AGENDA: Agenda Item #6, Adopt a resolution authorizing the General Manager so submit and execute grant applications and agreements, certifications, assurances, and other documents as necessary to the Governor's Office of Homeland Security (OHS) to receive \$3,289,948 from the FY08-09 California Transit Security Grant Program-California Transit Assistance Fund (CTSGBP-CTAF);

Agenda Item #7, Authorize the General Manager to execute an amendment to the Cooperative Funding Agreement with Alameda County Transportation Authority and the City of Fremont for final engineering services for the Mission Warren Truck Rail Program. The Cooperative Funding Agreement amendment will increase the VTA share by \$1.96 million to \$6.90 million;

Agenda Item #8, Authorize the General Manager to execute a contract amendment with the HNTB Corporation in an amount not to exceed \$4.70 million, and extend the contract term to May 31, 2010, for engineering services necessary to complete 100% design development of the Mission Warren Truck Rail Program and Phase 1 of the Wrigley Creek Improvement Project. The current HNTB Corporation contract amount is \$64.83 million;

Agenda Item #9, Authorize the General Manager to execute a Right-of-Way Acquisition Agreement with Alameda County Transportation Authority and the City of Fremont for the acquisition of rights-of-way for the Mission Warren Truck Rail Program. The right-of-way acquisition agreement will be for \$1,530,000, of which VTA's share is not to exceed \$400,000;

Agenda Item #11, Authorize the General Manager to execute a contract with Balance Point Strategic Services in the amount of \$462,355 to provide professional services in support of the Joint Workforce Investment (JWI) project. The term of the contract would be from January 1, 2009 through June 30, 2011, with an additional one-year option;

Agenda Item #12, Approve the Santa Clara-Alum Rock Transit Improvement Project through the following actions:

1. Certify that the Final Environmental Impact Report:
 - a. Meets the requirements of the California Environmental Quality Act;
 - b. Represents the independent judgment of the VTA as the Lead Agency; and
 - c. Was presented to the VTA Board of Directors for review and consideration.
2. Adopt the Findings, including the following:
 - a. Findings; and
 - b. Facts in Support of Findings.
3. Adopt a Mitigation and Monitoring and Reporting Program.
4. Adopt the recommended project description, which calls for implementing Phase I-Bus Rapid Transit.

Agenda Item #13, Authorize the General Manager to execute a contract amendment with the HNTB Corporation in an amount not to exceed \$3.00 million, and extend the contract term to December 31, 2009, for engineering services for the Silicon Valley Rapid Transit Program. The current HNTB Corporation contract amount is \$64.83 million;

Agenda Item #14, Authorize the General Manager to execute a contract amendment with HMM/Bechtel, a Joint Venture in an amount not to exceed \$10.0 million, increasing the total contract value to \$104.5 million, and extend the contract term to December 31, 2009, for engineering and project-wide support services for the Silicon Valley Rapid Transit Program and the Freight Railroad Relocation program; and

Agenda Item #15, Authorize the General Manager to execute a contract amendment with Earth Tech, Inc. in an amount not to exceed \$3.3 million, increasing the total contract amount to \$42.2 million, and extend the contract term to December 31, 2009, for engineering services for the Silicon Valley Rapid Transit Program.

REGULAR: None

25. Announcements

There were no Announcements.

26. ADJOURNMENT

On Order of Vice Chairperson Sellers, there being no objection, the meeting was adjourned at 5:50 p.m.

Respectfully submitted,

Michael Diaresco
VTA Board of Directors