

Transit Planning & Operations Committee

Thursday, September 17, 2009

MINUTES

CALL TO ORDER

The Regular Meeting of the Transit Planning and Operations (TP&O) Committee was called to order at 4:35 p.m. by Chairperson Sellers in Conference Room B-104, Valley Transportation Authority (VTA), 3331 North First Street, San Jose, California.

1. ROLL CALL

Attendee Name	Title	Status
Dominic Caserta	Vice Chairperson	Present
Ash Kalra	Member	Present
Dolly Sandoval	Member	Absent
Greg Sellers	Chairperson	Present
Chris Moylan	Alternate Member	N/A
Nora Campos	Alternate Member	N/A
Chuck Page	Alternate Member	Absent
Bob Livengood	Alternate Member	N/A

***Alternates do not serve unless participating as a Member.**

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

2. PUBLIC PRESENTATIONS

There were no Public Presentations.

The Agenda was taken out of order.

REGULAR AGENDA

8. Report from the Committee for Transit Accessibility (CTA) Activities

Jim Unites, Deputy Director, reported on the upcoming changes to the paratransit program and fare increases.

On Order of Chairperson Sellers and there being no objection, the report from the Committee for Transit Accessibility Activities was received.

9. January 2010 Service Changes

Michael T. Burns, General Manager, provided a report on VTA's financial condition and its impact to the transit service. He stated that total revenues are below budget estimates by \$48M primarily due to unfavorable variances in sales tax related revenues, thus resulting in a negative reserve balance by the end of 2011.

Tom Fitzwater, Environmental Planning Manager, reported on the environmental review process, and public comments on Initial Study/Negative Declaration.

Jim Unites, Deputy Director, provided a report on the Transit Service Reduction Plan highlighting the following: 1) Schedule; 2) Public Outreach; 3) Public Comment process; 4) Bus Service changes; 5) Light Rail service changes; 6) Impacts; and 7) Changes made to final proposed plan.

Chairperson Sellers inquired about restoring discontinued service once the financial picture improves. Mr. Unites responded routes would be reviewed and some may be restored.

Mr. Burns stated that given the current financial shortfall, VTA will be looking at a new service delivery model that may or may not restore discontinued service. VTA will be looking to the Cities in Santa Clara County to provide cost-sharing for routes in their respective communities, giving them an opportunity to be more involved in service planning.

Chairperson Sellers stressed the importance of notifying the public about the new service delivery, and asked if this could be done along with the notification of the January 2011 service reductions. Mr. Burns responded the marketing plan for the January 2010 service reductions would begin informing the public about future service reductions. The development of new service delivery would include public workshops and outreach as it will be important to maximize visibility and customer input.

M/S/C (Caserta/Kalra) to approve submitting a recommendation to the Board of Directors to:

1. Certify that the Initial Study for the January 2010 Transit Service Reduction Plan (Project):
 - a. Meets the requirements of the California Environmental Quality Act (CEQA);
 - b. Represents the independent judgment of VTA as the Lead Agency; and
 - c. Was presented to the VTA Board for review and consideration.
2. Adopt a Negative Declaration based on the consideration of the Initial Study, comments received and responses to those comments.
3. Approve the Transit Service Reduction Plan, which will take effect on January 11, 2010.

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

CONSENT AGENDA

4. **Minutes of May 21, 2009**

M/S/C (Caserta/Kalra) to approve the Minutes of May 21, 2009.

5. **Minutes of August 20, 2009**

M/S/C (Caserta/Kalra) to approve the Minutes of August 20, 2009.

6. **Transit Operations Performance Report: Preliminary Annual Report (Fiscal Year 2009) (July 1, 2008-June 30, 2009)**

On Order of Chairperson Sellers and there being no objection, the Committee received the Transit Operations Performance Report: Preliminary Annual Report (Fiscal Year 2009) (July 1, 2008-June 30, 2009).

7. **October 2009 Service Changes**

On Order of Chairperson Sellers and there being no objection, the Committee received the October 2009 Service Changes.

3. **ORDERS OF THE DAY**

Chairperson Sellers requested the Committee add an Action Item to the Agenda. The action requests an increase in the contingency allowance by \$176,990 for the Chaboya Bus Wash Contract this brings the total value of this contract to \$787,024.

M/S/C (Caserta/Kalra) to place the memorandum entitled "Increase Contingency Allowance – Chaboya Bus Wash" on the Agenda as Agenda Item 8x.

Chairperson Sellers requested the following Agenda Item be deferred to the October meeting; **Agenda Item #23**, Receive the quarterly Joint Workforce Investment Program report.

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

REGULAR AGENDA

8x. **Increase Contingency Allowance – Chaboya Bus Wash**

Mark Mahaffey, Facilities Maintenance Manager, reported on the need to amend the contract with Air and Lube Systems Incorporated to do contingency repairs on the Reverse Osmosis System and steel structure of the wash system tunnels.

M/S/C (Kalra/Caserta) to approve submitting a recommendation to the Board of Directors to Authorize the General Manager to amend the lump-sum time-and-materials contract with Air and Lube systems Incorporated of Sacramento, CA by \$176,990, bringing the total value of this contract to \$787,024. This contract is 80% federally funded.

10. **Emergency Telephones for Light Rail Platforms – Contract Award to RFI Communications and Security Systems Inc.**

Gary Miskell, Chief Information Officer, reported station pay phones will be removed and replaced with Emergency Phone towers that allow customers to place 911 calls and calls to the Interactive Voice Response system that provide passengers with schedule and other information about VTA. Funding for the project has been secured through a grant from the Office of Homeland Security.

M/S/C (Kalra/Caserta) to approve submitting a recommendation to the Board of Directors to authorize the General Manager to execute a contract and contract amendments with RFI Communications and Security Systems Inc., the lowest responsible bidder, in the amount of \$539,653 to furnish and install up to 70 Emergency Telephones for light rail platforms, and Emergency Telephones as needed for 5 major transit centers. This contract will be 100% funded by the Department of Homeland Security – Transit Security Grant Program.

11. **Freight Railroad Relocation – Cooperative Funding Agreement with the Alameda County Flood Control District for Construction of the Agua Caliente Creek Culvert Improvements**

Mark Robinson, Chief Construction Officer, reported the Cooperative Funding Agreement will be used for the construction of a micro-tunnel culvert of Aqua Caliente Creek from the west side to the east side of UPRR's Warm Springs Yard. Under the proposed agreement, VTA's financial obligation would be limited to 50 percent of the actual cost up to \$1.0 million.

M/S/C (Caserta/Kalra) to approve submitting a recommendation to the Board of Directors to authorize the General Manager to execute a Cooperative Funding Agreement with the Alameda County Flood Control District in an amount not to exceed \$2.0 million for construction costs related to improvements to Agua Caliente Creek Culvert. Under the proposed agreement, VTA's financial obligation would be limited to \$1.0 million.

12. **Mission Warren Truck Rail Program – Cooperative Funding Agreement Amendment with the Alameda County Transportation Authority and the City of Fremont for Final Engineering Services**

Mark Robinson, Chief Construction Officer, reported the amendment to the Cooperative Funding Agreement will cover additional expenditures. He noted the remaining budget from the preliminary engineering has been rolled over into the final design budget. He explained VTA's contribution by this amendment will be increased by \$5.3 million. ACTA and Fremont will carry a larger share of the construction costs to offset the additional funding contributed by VTA.

M/S/C (Caserta/Kalra) to approve submitting 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 City of Fremont for final engineering services for the Mission Warren Truck Rail Program. The Cooperative Funding Agreement amendment will increase the VTA final engineering services share by \$5.3 million to \$12.2 million.

13. Silicon Valley Rapid Transit Program – Planning and New Starts Support Services Contract with AECOM Consult

Michael T. Burns, General Manager, reported on the successful submission of all Federal Transportation Administration (FTA) requirements. He stressed the pay-as-you-go method allowed VTA to advance through the Federal process, acquire Federal approvals, and move the design forward.

Carolyn Gonot, Chief Development Officer, provided a presentation for Agenda Items 13 to 21 highlighting the following: 1) SVRT funding sources; 2) Federal funding milestones achieved – SVRT Program; 3) FTA Full Funding Grant Agreement process and schedule; 4) Re-entry into New Starts funding program; 5) Final Environmental Impact Statement (FEIS); 6) Federal funding milestones ahead – SVRT Program 7) FTA permission to enter final design; 8) FTA Full Funding Grant Agreement support; and 9) Summary of contracts.

M/S/C (Caserta/Kalra) to approve submitting a recommendation to the Board of Directors to authorize the General Manager to execute a contract with AECOM Consult, for services associated with continued planning of the BART Extension to Milpitas, San Jose and Santa Clara for an amount of \$942,576 and a contract term to March 31, 2012.

14. Silicon Valley Rapid Transit Program – Planning and Outreach Services Contract with Kimley-Horn and Associates, Inc.

M/S/C (Caserta/Kalra) to approve submitting a recommendation to the Board of Directors to authorize the General Manager to execute a contract with Kimley-Horn and Associates, Inc., for services associated with continued planning of the BART Extension to Milpitas, San Jose and Santa Clara. The contract will be for an amount of \$9,500,000 with a contract term to September 30, 2011.

15. Silicon Valley Rapid Transit Program – Operations Planning Services Contract with Connetics Transportation Group

M/S/C (Caserta/Kalra) to approve submitting a recommendation to the Board of Directors to authorize the General Manager to execute a contract with Connetics Transportation Group, for services associated with continued planning of the BART Extension to Milpitas, San Jose and Santa Clara for an amount of \$750,000 and for a contract term to March 31, 2012.

16. **Silicon Valley Rapid Transit Program – Travel Forecasting Services Contract with Hexagon Transportation Consultants, Inc.**

Chairperson Sellers inquired about the travel forecasts for Silicon Valley Rapid Transit. Ms. Gonot responded ridership figures remain constant at 42,000 riders for the two station extension.

M/S/C (Caserta/Kalra) to approve submitting a recommendation to the Board of Directors to authorize the General Manager to execute a contract with Hexagon Transportation Consultants, Inc., for services associated with continued planning of the BART Extension to Milpitas, San Jose and Santa Clara for an amount of \$312,500 and for a contract term to March 31, 2012.

17. **Silicon Valley Rapid Transit Program – Management Services Contract Amendment with HMM/Bechtel Joint Venture**

M/S/C (Caserta/Kalra) to approve submitting a recommendation to the Board of Directors to authorize the General Manager to execute a contract amendment with the HMM/Bechtel Joint Venture for Program management services supporting the BART Extension to Milpitas, San Jose and Santa Clara. The contract amendment will extend the contract term to March 2011 and be for an amount of \$28,500,000.

18. **Silicon Valley Rapid Transit Program and Freight Railroad Relocation Program – Amendment to Engineering Services Contract with HNTB Corporation**

M/S/C (Caserta/Kalra) to approve submitting 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 \$10.98 million, and extend the contract term to December 31, 2010, for engineering services for the Silicon Valley Rapid Transit Program and design support during construction and engineering services for the Freight Railroad Relocation Program. The current HNTB Corporation contract amount is \$72.36 million.

19. **Silicon Valley Rapid Transit Program – Amendment to Engineering Services Contract with AECOM Technical Services, Inc.**

M/S/C (Caserta/Kalra) to approve submitting a recommendation to the Board of Directors to authorize the General Manager to execute a contract amendment with AECOM Technical Services, Inc. (formerly known as Earth Tech, Inc.) in an amount not to exceed \$1.1 million, and extend the contract term to December 31, 2010, for engineering services for the Silicon Valley Rapid Transit Program. The current AECOM Technical Services, Inc. (AECOM) contract amount is \$42.2 million.

20. **Silicon Valley Rapid Transit Program – Amendment to Engineering Services Contract with PGH Wong Engineering/Parsons Brinckerhoff Quade & Douglas Joint Venture**

M/S/C (Caserta/Kalra) to approve submitting a recommendation to the Board of Directors to authorize the General Manager to execute a contract amendment with PGH

Wong Engineering, Inc. and Parsons Brinckerhoff Quade & Douglas, Inc. (Wong/PB Joint Venture) in an amount not to exceed \$1.5 million, and extend the contract term to December 31, 2010, for engineering services for the Silicon Valley Rapid Transit Program. The current Wong/PB Joint Venture contract amount is \$29.2 million.

21. Silicon Valley Rapid Transit Program – Amendment to Engineering Services Contract with Booz Allen Hamilton, Inc.

M/S/C (Caserta/Kalra) to approve submitting a recommendation to the Board of Directors to authorize the General Manager to execute a contract amendment with Booz Allen Hamilton, Inc. in an amount not to exceed \$1.1 million, and extend the contract term to December 31, 2010, for design integration engineering services for the Silicon Valley Rapid Transit Program. The current Booz Allen Hamilton, Inc. contract amount is \$14.0 million.

OTHER ITEMS

22. 2000 Measure A Transit Improvement Program Semi-Annual Report – June 2009

Mark Robinson, Chief Construction Officer, reported the Semi-Annual report has been updated to reflect budgeted items that were approved for the next two years.

Mr. Robinson noted the following concerns raised by the Citizens Watchdog Committee regarding the 2000 Measure A Transit Improvement Program Semi-Annual report:

- 1) Use of 2000 Measure A to purchase 70 low-floor Light Rail vehicles. Mr. Robinson provided background information about the 1996 Measure B program used to purchase 30 low-floor Light Rail vehicles. He stated the original contract had options for a subsequent 70 vehicle purchase. The 2000 Measure A provided the funds that completed the acquisition of all 100 vehicles. He noted the action was captured in the ballot measure as the strategy to purchase all 100 vehicles.
- 2) Master Plan for the Diridon Area. Mr. Robinson responded discussion regarding the plan for the Diridon area is underway. A working group was established to identify the management work.

On Order of Chairperson Sellers and there being no objection, the 2000 Measure A Transit Improvement Program Semi-Annual Report – June 2009 was received.

23. (Deferred to the October 15, 2009 TPO meeting.)

Receive the quarterly Joint Workforce Investment Program report.

24. August 2009 Monthly Ridership and Fare Revenue Performance

Joonie Tolosa, Operations Analysis, Reporting and Systems Manger, reported on the continuous decline of ridership. He provided the following figures: 1) Bus average weekday ridership is down 4.7 percent; 2) Light Rail average weekday ridership is down 9 percent; 3) System average weekday ridership fiscal year to date is down 8.8 percent; 4) Fare revenues is down 10 percent; and 5) Average fare per boarding is down 4 percent.

Mr. Tolosa stated the increasing rate of unemployment and the poor economy has directly impacted ridership.

On Order of Chairperson Sellers and there being no objection, the August 2009 Monthly Ridership and Fare Revenue Performance report was received.

25. Items of Concern and Referral to Administration

There were no Items of Concern and Referral to Administration.

26. Committee Work Plan

Dan Smith, Chief Operations Officer and Staff Liaison, stated the Mobility Options Program will be presented to the Committee at its next meeting. The Mobility Options Bus would be available for viewing.

On Order of Chairperson Sellers and there being no objection, the Committee Work Plan was reviewed.

27. Committee Staff Report

Dan Smith, Chief Operations Officer and Staff Liaison, provided a handout highlighting the following: 1) Fare inspection sting operation; 2) Theft case arrest; and 3) Fare change preparation.

On order of Chairperson Sellers and there being no objection, the Committee received the Committee Staff Report.

28. Chairperson's Report

There was no Chairperson's Report.

29. Determine Consent Agenda for the October 1, 2009 Board of Directors Meeting

Consent Agenda:

Agenda Item #8x, Authorize the General Manager to amend the lump-sum time-and-materials contract with Air and Lube Systems Incorporated of Sacramento, CA by \$176,990, bringing the total value of this contract to \$787,024. This contract is 80% federally funded.

Agenda Item #10, Authorize the General Manager to execute a contract and contract amendments with RFI Communications and Security Systems Inc., the lowest responsible bidder, in the amount of \$539,653 to furnish and install up to 70 Emergency Telephones for light rail platforms, and Emergency Telephones as needed for 5 major transit centers. This contract will be 100% funded by the Department of Homeland Security – Transit Security Grant Program.

Agenda Item #11, Authorize the General Manager to execute a Cooperative Funding Agreement with the Alameda County Flood Control District in an amount not to exceed \$2.0 million for construction costs related to improvements to Agua Caliente Creek Culvert. Under the proposed agreement, VTA's financial obligation would be limited to \$1.0 million.

Agenda Item #12, Authorize the General Manager to execute an amendment to the Cooperative Funding Agreement with Alameda County Transportation Authority and City of Fremont for final engineering services for the Mission Warren Truck Rail Program. The Cooperative Funding Agreement amendment will increase the VTA final engineering services share by \$5.3 million to \$12.2 million.

Regular Agenda:

Agenda Item #9, Recommend that the VTA Board of Directors:

1. Certify that the Initial Study for the January 2010 Transit Service Reduction Plan (Project):
 - a. Meets the requirements of the California Environmental Quality Act (CEQA);
 - b. Represents the independent judgment of VTA as the Lead Agency; and
 - c. Was presented to the VTA Board for review and consideration
2. Adopt a Negative Declaration based on the consideration of the Initial Study, comments received and responses to those comments.
3. Approve the Transit Service Reduction Plan, which will take effect on January 11, 2010.

Agenda Item #13, Authorize the General Manager to execute a contract with AECOM Consult, for services associated with continued planning of the BART Extension to Milpitas, San Jose and Santa Clara for an amount of \$942,576 and a contract term to March 31, 2012.

Agenda Item #14, Authorize the General Manager to execute a contract with Kimley-Horn and Associates, Inc., for services associated with continued planning of the BART Extension to Milpitas, San Jose and Santa Clara. The contract will be for an amount of \$9,500,000 with a contract term to September 30, 2011.

Agenda Item #15, Authorize the General Manager to execute a contract with Connetics Transportation Group, for services associated with continued planning of the BART Extension to Milpitas, San Jose and Santa Clara for an amount of \$750,000 and for a contract term to March 31, 2012.

Agenda Item #16, Authorize the General Manager to execute a contract with Hexagon Transportation Consultants, Inc., for services associated with continued planning of the BART Extension to Milpitas, San Jose and Santa Clara for an amount of \$312,500 and for a contract term to March 31, 2012.

Agenda Item #17, Authorize the General Manager to execute a contract amendment with the HMM/Bechtel Joint Venture for Program management services supporting the BART Extension to Milpitas, San Jose and Santa Clara. The contract amendment will extend the contract term to March 2011 and be for an amount of \$28,500,000.

Agenda Item #18, Authorize the General Manager to execute a contract amendment with the HNTB Corporation in an amount not to exceed \$10.98 million, and extend the contract term to December 31, 2010, for engineering services for the Silicon Valley Rapid Transit Program and design support during construction and engineering services for the Freight Railroad Relocation Program. The current HNTB Corporation contract amount is \$72.36 million.

Agenda Item #19, Authorize the General Manager to execute a contract amendment with AECOM Technical Services, Inc. (formerly known as Earth Tech, Inc.) in an amount not to exceed \$1.1 million, and extend the contract term to December 31, 2010, for engineering services for the Silicon Valley Rapid Transit Program. The current AECOM Technical Services, Inc. (AECOM) contract amount is \$42.2 million.

Agenda Item #20, Authorize the General Manager to execute a contract amendment with PGH Wong Engineering, Inc. and Parsons Brinckerhoff Quade & Douglas, Inc. (Wong/PB Joint Venture) in an amount not to exceed \$1.5 million, and extend the contract term to December 31, 2010, for engineering services for the Silicon Valley Rapid Transit Program. The current Wong/PB Joint Venture contract amount is \$29.2 million.

Agenda Item #21, Authorize the General Manager to execute a contract amendment with Booz Allen Hamilton, Inc. in an amount not to exceed \$1.1 million, and extend the contract term to December 31, 2010, for design integration engineering services for the Silicon Valley Rapid Transit Program. The current Booz Allen Hamilton, Inc. contract amount is \$14.0 million.

30. ANNOUNCEMENTS

There were no announcements.

31. ADJOURNMENT

On Order of Chairperson Sellers and there being no objection, the meeting was adjourned at 5:41 p.m.

Respectfully submitted,

Michael Diaresco, Board Assistant
Office of the Board Secretary