

El Cerrito

## MEETING NOTICE AND AGENDA

Hercules

**DATE & TIME:** Friday, May 25, 2018, 8:00 a.m. – 10:00 a.m.

**LOCATION:** City of El Cerrito, Council Chambers  
10890 San Pablo Avenue (at Manila Ave)  
El Cerrito, California (Accessible by AC Transit #72, #72M & #72R)

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1. **Call to Order and Self-Introductions.** (Cecilia Valdez - Chair)
2. **Public Comment.** The public is welcome to address the Board on any item that is not listed on the agenda. *Please fill out a speaker card and hand it to staff.*

Richmond

### CONSENT CALENDAR

San Pablo

3. **Minutes of April 27, 2018 Board Meeting.** (Attachment; Recommended Action: Approve).
4. **Monthly Update on WCCTAC Activities.** (Attachment; Information Only).
5. **Financial Reports.** The reports show the Agency's revenues and expenses for April 2018. (Attachment; Information Only).

Contra Costa  
County

6. **Payment of Invoices over \$10,000.** WCCTAC paid Fehr and Peers \$10,334.63 for work related to the STMP Nexus Study Update.

AC Transit

7. **FY 19 Claims for Measure J Program 20b.** Approve Program 20b funds in the amount of \$336,342 to four of the five West County paratransit operators for services to supplement those funds provided under the Measure J Countywide program (Program 15). (Attachment; Recommended Action: Approve).

BART

8. **WCCTAC Concurrence for an Amendment to the 2016 Measure J Strategic Plan regarding the I-80/Central Avenue and I-80/San Pablo Dam Road Interchanges.** CCTA has requested WCCTAC's concurrence with an amendment to the Measure J Strategic Plan which would move \$436K in Measure J funds from the I-80/Central Avenue Interchange Project to the I-80/San Pablo Dam Road Interchange Project in order to cover a shortfall. In exchange, CCTA would pre-commit an identical amount to the I-80/Central Avenue Interchange Project, from 2020 STIP funds. (Attachment; Recommended Action: Approve concurrence subject to the inclusion of language in CCTA's Strategic Plan

WestCAT

*Amendment Resolution that pre-commits 2020 STIP funds to the I-80/Central Avenue Interchange, Phase 2 Project).*

- 9. WCCTAC Concurrence for an Amendment to the 2016 Measure J Strategic Plan regarding expansion of a WestCAT bus facility.** WestCAT and CCTA have requested WCCTAC's concurrence with an amendment to the Measure J Strategic Plan. The amendment would expand the scope of an existing WestCAT project, which currently provides for the purchase of land to expand an existing bus facility. The expanded project scope, which is attached, adds the modernization of bus wash and water reclaim systems and the extension of electrical facilities. This expanded project scope would not have any impact on any other West County Measure J projects as the funds being used for this added scope were set aside in Measure J for WestCAT. *(Attachment; Recommended Action: Approve concurrence).*
  
- 10. West Contra Costa Express Bus Implementation Plan: Consultant Selection.** WCCTAC issued a request for proposals for planning and engineering services to develop the West Contra Costa Express Bus Implementation Plan. A review panel evaluated the four submitted proposals and then interviewed two of the consultant teams. The next step is to negotiate a draft contract with the top rated consultant team. WCCTAC staff plans to bring the draft contract to a future board meeting for the WCCTAC Board's consideration. *(Attachment; Recommended Action: Authorize WCCTAC's Executive Director or designee, in consultation with WCCTAC's legal counsel, to enter negotiations for planning and engineering services to develop a West Contra Costa County Express Bus Implementation Plan with the top-ranked firm, Kimley Horn, and if the negotiations are unsuccessful to then negotiate with the second-ranked firm, WSP.)*

### **REGULAR AGENDA ITEMS**

- 11. Revised Terms of Compensation for Executive Director.** The WCCTAC Board will consider a Resolution revising the terms of compensation for Executive Director, John Nemeth *(Attachment; Recommended Action: Consider Approval of Resolution)*
  
- 12. Rumrill Blvd Complete Streets Project.** The Rumrill Boulevard Complete Streets project will create multi-modal improvements to improve pedestrian and bicycle safety and address other corridor-wide issues. As of today, the project has secured approximately \$15 Million from eight distinct federal, state and local funding sources and is 100% funded based on current estimates. The project is in the detailed design phase and construction is anticipated to be completed by May 2020. City of San Pablo staff will provide an overview of this project, which serves as an excellent representative example of a complete streets project in West County *(Amanda Booth - City of San Pablo Staff; No Attachment; Recommended Action: Information Only).*

13. **Transit Agency Bus Fleets and Zero Emission Vehicles.** At the request of the WCCTAC Board, AC Transit and WestCAT will make presentations about zero emission vehicles and other emerging changes to their bus fleets that reduce pollutants and greenhouse gas emissions. *(AC Transit and WestCAT staff; No Attachment; Recommended Action: Information Only).*
14. **Bike to Work Day Report** Staff will deliver a brief informational post-event report on Bike to Work Day, which was held Thursday, May 10th. *(Coire Reilly – WCCTAC Staff; No Attachment; Recommended Action: Information Only).*

**STANDING ITEMS**

15. **Board and Staff Comments.**
  - a. Board Member Comments, Conference/Meeting Reports (AB 1234 Requirement), and Announcements
  - b. Report from CCTA Representatives (*Directors Abelson & Butt*)
  - c. Executive Director’s Report
16. **General Information Items.**
  - a. Letter to CCTA Executive Director with April 27, 2018 Summary of Board Actions
  - b. Acronym List
17. **Adjourn.** Next meeting is: June 15, 2018 @ 8:00 a.m.  
in the El Cerrito City Hall Council Chambers, located  
at 10890 San Pablo Avenue, El Cerrito

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- In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in the WCCTAC Board meeting, or if you need a copy of the agenda and/or agenda packet materials in an alternative format, please contact Valerie Jenkins at 510.210.5930 prior to the meeting.
  - If you have special transportation requirements and would like to attend the meeting, please call the phone number above at least 48 hours in advance to make arrangements.
  - Handouts provided at the meeting are available upon request and may also be viewed at WCCTAC’s offices.
  - Please refrain from wearing scented products to the meeting, as there may be attendees susceptible to environmental illnesses. Please also put cellular phones on silent mode during the meeting.
  - A meeting sign-in sheet will be circulated at the meeting. Sign-in is optional.

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**West Contra Costa Transportation Advisory Committee  
Board of Directors Meeting  
Meeting Minutes: April 27, 2018**

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**MEMBERS PRESENT:** Cecilia Valdez, Chair (San Pablo); Chris Kelly, Vice-Chair (Hercules); Janet Abelson, (El Cerrito); Tom Butt, (Richmond); Ada Recinos (Richmond); Eduardo Martinez (Richmond); Chris Peeples (AC Transit); Aleida Chavez (WestCat);

**STAFF PRESENT:** John Nemeth, Joanna Pallock, Valerie Jenkins, Leah Greenblat, Coire Reilly, Kris Kokotaylo (Legal Counsel)

**ACTIONS LISTED BY:** Valerie Jenkins

**Meeting Called to Order:** 8:03am

**Public Comment:** None.

**CONSENT CALENDAR**

Motion by **Director Peeples**, seconded by **Director Abelson**; abstention by **Director Peeples**; motion passed.

**Item #3. Minutes of the February 23, 2018 Board Meeting**

**Item #4. Minutes of the March 8, 2018 TAC Meeting**

**Item #5. Monthly Update on WCCTAC Activities (Information Only)**

**Item #6. Financial Reports for February 2018**

**Item #7. Payment of Invoices over \$10,000. None**

**Item #8. Approved West Contra Costa County Express Bus Implementation Plan; RFP Release and Matching Fund Request.**

**Item #9. Approved etter of Support for WCCTAC Application for a PASS Grant.**

ITEM/DISCUSSION	ACTION
<p><b>Item #10</b> <b>Public Review Draft of the 2018 Countywide Bicycle and Pedestrian Plan</b></p>	<p><b>Director Peeples</b>; seconded by <b>Director Recinos</b>; to send letter, to include Board comments for inclusion into the 2018 Countywide Bicycle and Pedestrian Plan. Chair Valdez will review letter prior to sending. <b>Motion approved</b> <b>Yes-C. Valdez, C. Kelley, J. Abelson, T. Butt, A. Recinos, E. Martinez, C. Peeples, A. Chavez</b> <b>No- n/a, Abstension n/a</b></p>

<p><b>Item #11</b>  <b>Resolution of Support to Continue the Implementation of a Fully Dedicated Bicycle and Pedestrian Path on the Upper Deck of the Richmond-San Rafael Bridge (Resolution 18-03)</b></p>	<p>Motion by <b>Director Butt</b> to approve; seconded <b>by Director Peeples</b>; to approve Resolution 18-03 to continue support of the implementation for a fully dedicated bicycle and pedestrian path on the upper deck of the Richmond-San Rafael Bridge, with the addition of the following comments:</p> <ol style="list-style-type: none"> <li>1. That an evaluation pilot period should begin <i>after</i> the planned connection has been made from the Richmond Greenway to the new pathway that links to the Richmond San Rafael Bridge.</li> <li>2. That an after-study considers the impact of the opening of an eastbound third vehicular lane on traffic congestion in Richmond and West Contra Costa County.</li> <li>3. That an after-study that includes an equity analysis to determine how the benefits and negative impacts of the project are distributed.</li> </ol> <p><b>Motion approved</b>  <b>Yes- C. Valdez, C. Kelley, J. Abelson, T. Butt, A. Recinos, E. Martinez, C. Peeples, A. Chavez</b>  <b>No- n/a</b>  <b>Abstension- n/a</b></p>
<p><b>Item #12</b>  <b>Draft Fiscal Year 2019 Work Program, Budget, and Dues</b></p>	<p>Motion by <b>Director Abelson</b>; seconded by <b>Director Kelley</b>; to forward the WCCTAC Draft Fiscal Year 19 Work Program, Budget and Dues to member agencies for review.</p> <p><b>Motion approved</b>  <b>Yes- C. Valdez, C. Kelley, J. Abelson, T. Butt, A. Recinos, E. Martinez, C. Peeples, A. Chavez</b>  <b>No- n/a</b>  <b>Abstension- n/a</b></p>
<p><b>Item #13</b>  <b>Proposed Supplement to the Center for Independent Living (CIL's) Grant-Funded Program for Phase II Travel Training in West Contra Costa</b>      Authorize the use of Measure J, 28bfunds and direct staff to develop a funding agreement with CIL</p>	<p>Motion by <b>Director Abelson</b>; seconded by <b>Director Kelley</b>; to approve the use of \$100k of Measure 28b funds for the Center for Independent Living to enhance outreach and travel training to West County residents</p> <p><b>Motion approved</b>  <b>Yes- C. Valdez, C. Kelley, J. Abelson, T. Butt, A. Recinos, E. Martinez, C. Peeples, A. Chavez</b>  <b>No- n/a</b>  <b>Abstension - n/a</b></p>

<b>Item #14</b> <b>Preparation for Bike to Work Day on May 10, 2018.</b>	<b>Information Only</b> Coire Reilly (WCCTAC TDM Manager) provided the Board with information regarding Bike to Work Day on May 10, 2018.
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**Meeting Adjourned: for Closed Session 9:46am**

**Regular Meeting called Back to Order: 10:07**

**Meeting Adjourned: 10:20am**

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**TO:** WCCTAC Board

**DATE:** May 25, 2018

**FR:** John Nemeth, Executive Director

**RE:** Monthly Update on WCCTAC Activities

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**Ohlone Trail-Richmond Greenway Gap Closure Ribbon Cutting Ceremony**



The cities of El Cerrito and Richmond held a ribbon cutting ceremony for the new section of bicycle and pedestrian path connecting the Ohlone and Richmond Greenways. The project includes improved crosswalks and a new stop light at the crossing over San Pablo Ave, a bicycle and pedestrian bridge, and improvements to Baxter Creek.

Many local elected officials, community members, and staff from various agencies attended the ribbon cutting. Richmond Mayor Tom Butt and El Cerrito Mayor Gabriel Quinto both addressed the attendees. WCCTAC Directors Abelson, Recinos and Martinez also attended the event.

### **Bike to Work Day 2018**

Bike to Work Day 2018 was held on Thursday, May 10. Over 19,000 cyclists were counted in the East Bay and nearly 100,000 were counted in the Bay Area. West County hosted 15 energizer stations, including one at each West County BART station. 511 Contra Costa supplied the stations with t-shirts, gift cards for refreshments, and branded items for the tote bags which were given out to nearly 1,000 participants. East Brother Brewery in Point Richmond hosted the Bike Party Happy Hour, at which Richmond Mayor Tom Butt read a proclamation designating May as Bicycle Month.



### **Richmond Ferry Marketing and Planning**

A team consisting of the San Francisco Bay Area Water Emergency Transportation Authority (WETA), CCTA, WCCTAC, the city of Richmond, the Rosie the Riveter Trust, the National Parks Service, and consulting firm McKinsey Communications has developed a plan for a coordinated marketing effort to promote the opening of the new Richmond Ferry service this fall.

The marketing plan, involves a broad media and outreach strategy which includes print media, digital media, and promoting the ferry at community events. As a part of the effort, WCCTAC/511 Contra Costa is promoting its Try Transit program, which gives a \$15 preloaded Clipper card to people who pledge to give transit a try. Those who participate in Try Transit are also automatically signed up for the 511 Contra Costa Guaranteed Ride Home program, which reimburses carpoolers, bicyclists, and transit riders for emergency rides home. The marketing plan is in a final draft form and will be released and implemented soon.



### **City of Richmond Contracts with Lyft**

At its May 15 meeting, the Richmond City council approved a contract with the rideshare operator, Lyft, to provide discounted ride services in Richmond and unincorporated areas of West County for seniors and ambulatory disabled clients. These types of partnerships are becoming more common in larger cities, but this will be the first time West County residents have this option. This new approach will allow the city to focus its existing R-transit services on non-ambulatory riders. Details on the guidelines and operations will be presented to the WCCTAC Board prior to the start-up of this service.



As part of the West County Needs Assessment Study presented to the Board last February, the consultant made recommendations for Richmond to explore options for serving its large service area more cost-effectively and efficiently.

### **Express Bus Implementation Plan**

In partnership with AC Transit and WestCAT, WCCTAC received a \$639,000 grant from the Caltrans Sustainable Transportation Planning Grant Program in January. The grant will fund development of an implementation plan to increase express bus service on existing routes in West County and to develop new express routes with destinations in Berkeley, Emeryville, Oakland and San Francisco.

WCCTAC issued a request for proposals in April and received four proposals in response. A committee composed of WCCTAC, AC Transit and WestCAT staff reviewed the proposals and recommended that two of the proposals advance to the interview stage of the selection process. At the May WCCTAC Board meeting, staff will seek authorization from the Board for WCCTAC staff to negotiate and approve a consulting agreement with the highest ranked consulting team.

### **Employer Outreach**



WCCTAC Staff provided information at Contra Costa College’s Earth Day Celebration in San Pablo and at the Social Security Administration’s Employee Wellness (SSA) Fair in Richmond. An estimated 600 SSA employees attended the fair and nearly 50 people signed up for Try Transit (\$15 preloaded Clipper cards with a pledge to give transit a try, as opposed to driving in a single occupant car) in just three hours. Staff is always looking for community and employee events to promote 511 Contra Costa’s programs. Contact TDM Program Manager Coire Reilly, [creilly@wcctac.org](mailto:creilly@wcctac.org), if you’d like to see 511 Contra Costa in your city.

### **511 Contra Costa Ads at the DMV**

511 Contra Costa is airing ads promoting its commuter incentive programs at the El Cerrito DMV. The ads are displayed next to the board where customers watch for their number to be called. Since reducing single occupant car trips is one of the main goals of the 511 Contra Costa and the WCCTAC TDM program, targeting a captive audience of drivers about the programs and incentives available to them makes a lot of sense. Two English and two Spanish ads are run every hour while the DMV is open. The full English ad can be viewed here:

<https://youtu.be/CLnLtZgA6nE>

and the Spanish ad can be viewed here:

[https://youtu.be/3\\_pKUJdE8Rc](https://youtu.be/3_pKUJdE8Rc)

The same ads also air in the Pittsburg and Concord DMV offices.



# General Ledger Monthly Budget Report

User: kellys  
 Printed: 5/14/2018 9:37:06 AM  
 Period 01 - 10  
 Fiscal Year 2018



Account Number	Description	Adopted	Budget Adjustments	Adjusted	YTD Actual	Variance Encumbered	Available	% Avail
<b>0000</b>	<b>Non Departmental</b>							
772-0000-49999	Transfers Out	0.00	0.00	0.00	1,242.91	-1,242.91	-1,242.91	0.00
	<i>Transfers Out</i>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,242.91</b>	<b>-1,242.91</b>	<b>-1,242.91</b>	<b>0.00</b>
<b>0000</b>	<b>Expense</b>							
<b>Non Departmental</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,242.91</b>	<b>-1,242.91</b>	<b>-1,242.91</b>	<b>0.00</b>
<b>7700</b>	<b>WCCTAC Operations</b>							
770-7700-41000	Salary	0.00	409,948.00	409,948.00	244,288.45	165,659.55	165,659.55	40.41
770-7700-41200	PERS Retirement	0.00	0.00	0.00	44,560.55	-44,560.55	-44,560.55	0.00
770-7700-41310	Medical Insurance	0.00	0.00	0.00	45,552.78	-45,552.78	-45,552.78	0.00
770-7700-41311	Retiree Healthcare	0.00	0.00	0.00	1,447.11	-1,447.11	-1,447.11	0.00
770-7700-41400	Dental	0.00	0.00	0.00	3,383.82	-3,383.82	-3,383.82	0.00
770-7700-41500	Vision	0.00	0.00	0.00	3,475.00	-3,475.00	-3,475.00	0.00
770-7700-41800	LTD Insurance	0.00	0.00	0.00	2,242.00	-2,242.00	-2,242.00	0.00
770-7700-41900	Medicare	0.00	0.00	0.00	3,522.39	-3,522.39	-3,522.39	0.00
770-7700-41901	Other Insurances	0.00	0.00	0.00	4,168.50	-4,168.50	-4,168.50	0.00
770-7700-41904	Life Insurance	0.00	0.00	0.00	634.37	-634.37	-634.37	0.00
770-7700-41911	Liability Insurance	0.00	4,388.00	4,388.00	3,641.38	746.62	746.62	17.02
770-7700-41912	Unemployment Insurance	0.00	0.00	0.00	1,190.00	-1,190.00	-1,190.00	0.00
	<b>Salary and Benefits</b>	<b>0.00</b>	<b>414,336.00</b>	<b>414,336.00</b>	<b>358,106.35</b>	<b>56,229.65</b>	<b>56,229.65</b>	<b>13.57</b>
770-7700-43500	Office Supplies	0.00	4,000.00	4,000.00	2,984.23	1,015.77	1,015.77	25.39
770-7700-43501	Postage	0.00	2,200.00	2,200.00	1,347.88	852.12	852.12	38.73
770-7700-43520	Copies/Printing/Shipping/Xerox	0.00	3,800.00	3,800.00	2,889.26	910.74	910.74	23.97
770-7700-43530	Office Furn & Equipmt (\$5000)	0.00	1,250.00	1,250.00	0.00	1,250.00	1,250.00	100.00
770-7700-43600	Professional Services	0.00	54,300.00	54,300.00	45,609.20	8,690.80	8,690.80	16.01
770-7700-43900	Rent/Building	0.00	18,000.00	18,000.00	18,114.47	-114.47	-114.47	-0.64
770-7700-44000	Special Department Expenses	0.00	10,000.00	10,000.00	-60.15	10,060.15	10,060.15	100.60
770-7700-44320	Travel/Training Staff	0.00	5,200.00	5,200.00	3,457.92	1,742.08	1,742.08	33.50
	<b>Service and Supplies</b>	<b>0.00</b>	<b>98,750.00</b>	<b>98,750.00</b>	<b>74,342.81</b>	<b>24,407.19</b>	<b>24,407.19</b>	<b>24.72</b>
<b>7700</b>	<b>Expense</b>	<b>0.00</b>	<b>513,086.00</b>	<b>513,086.00</b>	<b>432,449.16</b>	<b>80,636.84</b>	<b>80,636.84</b>	<b>15.72</b>
	<b>WCCTAC Operations</b>	<b>0.00</b>	<b>513,086.00</b>	<b>513,086.00</b>	<b>432,449.16</b>	<b>80,636.84</b>	<b>80,636.84</b>	<b>15.72</b>

Account Number	Description	Adopted	Budget Adjustments	Adjusted	YTD Actual	Variance	Encumbered	Available	% Avail
<b>7720</b>	<b>WCCTAC TDM</b>								
772-7720-41000	Salary	0.00	345,175.00	345,175.00	156,114.22	189,060.78	0.00	189,060.78	54.77
772-7720-41200	PERS Retirement	0.00	0.00	0.00	40,158.59	-40,158.59	0.00	-40,158.59	0.00
772-7720-41310	Medical Insurance	0.00	0.00	0.00	35,052.00	-35,052.00	0.00	-35,052.00	0.00
772-7720-41400	Dental Insurance	0.00	0.00	0.00	2,620.14	-2,620.14	0.00	-2,620.14	0.00
772-7720-41800	LTD Insurance	0.00	0.00	0.00	1,013.86	-1,013.86	0.00	-1,013.86	0.00
772-7720-41900	Medicare	0.00	0.00	0.00	2,227.35	-2,227.35	0.00	-2,227.35	0.00
772-7720-41901	Other Insurances	0.00	0.00	0.00	4,168.49	-4,168.49	0.00	-4,168.49	0.00
772-7720-41904	Life Insurance	0.00	0.00	0.00	275.39	-275.39	0.00	-275.39	0.00
772-7720-41911	Liability Insurance	0.00	4,338.00	4,338.00	3,641.38	696.62	0.00	696.62	16.06
	<b>Salary and Benefits</b>	<b>0.00</b>	<b>349,513.00</b>	<b>349,513.00</b>	<b>245,271.42</b>	<b>104,241.58</b>	<b>0.00</b>	<b>104,241.58</b>	<b>29.82</b>
772-7720-43500	Office Supplies	0.00	1,000.00	1,000.00	840.66	159.34	0.00	159.34	15.93
772-7720-43501	TDM Postage	0.00	0.00	0.00	203.48	-203.48	0.00	-203.48	0.00
772-7720-43502	TDM Postage	0.00	1,500.00	1,500.00	0.00	1,500.00	0.00	1,500.00	100.00
772-7720-43520	CopiesPrintingShippingXerox	0.00	12,642.00	12,642.00	5,441.74	7,200.26	0.00	7,200.26	56.96
772-7720-43600	Professional Services	0.00	45,384.00	45,384.00	36,660.87	8,723.13	0.00	8,723.13	19.22
772-7720-43900	RentBuilding	0.00	24,200.00	24,200.00	17,855.51	6,344.49	0.00	6,344.49	26.22
772-7720-44000	Special Department Expenses	0.00	72,876.00	72,876.00	81,605.46	-8,729.46	0.00	-8,729.46	-11.98
772-7720-44320	TravelTraining Staff	0.00	1,500.00	1,500.00	2,375.87	-875.87	0.00	-875.87	-58.39
	<b>Service and Supplies</b>	<b>0.00</b>	<b>159,102.00</b>	<b>159,102.00</b>	<b>144,983.59</b>	<b>14,118.41</b>	<b>0.00</b>	<b>14,118.41</b>	<b>8.87</b>
	<b>Expense</b>	<b>0.00</b>	<b>508,615.00</b>	<b>508,615.00</b>	<b>390,255.01</b>	<b>118,359.99</b>	<b>0.00</b>	<b>118,359.99</b>	<b>23.27</b>
<b>7720</b>	<b>WCCTAC TDM</b>	<b>0.00</b>	<b>508,615.00</b>	<b>508,615.00</b>	<b>390,255.01</b>	<b>118,359.99</b>	<b>0.00</b>	<b>118,359.99</b>	<b>23.27</b>
<b>7730</b>	<b>STMP</b>								
773-7730-41000	Salary	0.00	50,000.00	50,000.00	0.00	50,000.00	0.00	50,000.00	100.00
	<b>Salary and Benefits</b>	<b>0.00</b>	<b>50,000.00</b>	<b>50,000.00</b>	<b>0.00</b>	<b>50,000.00</b>	<b>0.00</b>	<b>50,000.00</b>	<b>100.00</b>
773-7730-43600	Professional Services	0.00	225,000.00	225,000.00	0.00	225,000.00	0.00	225,000.00	100.00
773-7730-44000	Special Department Expense	0.00	2,600,000.00	2,600,000.00	182,696.25	2,417,303.75	0.00	2,417,303.75	92.97
	<b>Service and Supplies</b>	<b>0.00</b>	<b>2,825,000.00</b>	<b>2,825,000.00</b>	<b>182,696.25</b>	<b>2,642,303.75</b>	<b>0.00</b>	<b>2,642,303.75</b>	<b>93.53</b>
<b>7730</b>	<b>Expense</b>	<b>0.00</b>	<b>2,875,000.00</b>	<b>2,875,000.00</b>	<b>182,696.25</b>	<b>2,692,303.75</b>	<b>0.00</b>	<b>2,692,303.75</b>	<b>93.65</b>
	<b>STMP</b>	<b>0.00</b>	<b>2,875,000.00</b>	<b>2,875,000.00</b>	<b>182,696.25</b>	<b>2,692,303.75</b>	<b>0.00</b>	<b>2,692,303.75</b>	<b>93.65</b>
<b>7740</b>	<b>WCCTAC Special Projects</b>								
774-7740-43500	Office Supplies	0.00	0.00	0.00	99.60	-99.60	0.00	-99.60	0.00
774-7740-43600	Professional Services	0.00	0.00	0.00	40,845.88	-40,845.88	0.00	-40,845.88	0.00
774-7740-44000	Special Department Expense	0.00	68,000.00	68,000.00	0.00	68,000.00	0.00	68,000.00	100.00
	<b>Service and Supplies</b>	<b>0.00</b>	<b>68,000.00</b>	<b>68,000.00</b>	<b>40,945.48</b>	<b>27,054.52</b>	<b>0.00</b>	<b>27,054.52</b>	<b>39.79</b>
<b>7740</b>	<b>Expense</b>	<b>0.00</b>	<b>68,000.00</b>	<b>68,000.00</b>	<b>40,945.48</b>	<b>27,054.52</b>	<b>0.00</b>	<b>27,054.52</b>	<b>39.79</b>
	<b>WCCTAC Special Projects</b>	<b>0.00</b>	<b>68,000.00</b>	<b>68,000.00</b>	<b>40,945.48</b>	<b>27,054.52</b>	<b>0.00</b>	<b>27,054.52</b>	<b>39.79</b>
Expense Total		0.00	0.00	3,964,701.00	1,047,588.81	2,917,112.19	0.00	2,917,112.19	0.7358

**TO:** WCCTAC Board

**DATE:** May 25, 2018

**FR:** Joanna Pallock, Program Manager

**RE:** FY 19 Claims for Measure J Program 20b, Additional Transportation for Seniors and People with Disabilities

**REQUESTED ACTION**

Approve Program 20b funds in the amount of \$336,342 to four of the five West County paratransit operators for services to supplement those funds provided under the Measure J Countywide program (Program 15). In addition, approve the use of \$14,000 of the 20b funds for WCCTAC to administer this program for FY 18-19.

**BACKGROUND AND DISCUSSION**

Measure J Program 20b, *Additional Transportation for Seniors and People with Disabilities*, provides funding to the five West County paratransit operators (East Bay Paratransit Consortium (EBPC), El Cerrito, San Pablo, and WestCAT) for services to supplement those provided under the Countywide Measure J Program 15. The programming and allocations of Program 15 funds is handled by CCTA, while WCCTAC approves Program 20b funds for West County operators. The Board is being asked to adopt four of the five 20b recipients' claims for FY 19. The City of Richmond is in the midst of revising their program and will submit a claim once they have finalized a new service plan. The proposed FY19 Measure J 20b allocations are as follows. :

**PROGRAM: 20b - West County Additional Transportation Services for Seniors and People With Disabilities**

<i>Measure J Sales Tax Revenue Estimate (FY 2019)</i>		\$91,150,000
<i>Program Revenue Estimate</i>	0.65%	\$592,475
<i>Available for Allocation (to be programmed by WCCTAC)</i>		\$587,130
<b>OPERATOR</b>	<b>FY 19 20B ALLOCATION</b>	<b>SERVICE</b>
East Bay Paratransit Consortium (EBPC)	\$115,728	Incorporate EBPC fare tickets into Clipper system for entire service area. Look at TNCs for some trips.
WestCAT	\$87,431	Continue to provide trips outside service area for medical appointments
San Pablo	\$76,387	Implement the three full-time driver model for operations.
El Cerrito	\$42,795	Transition to new senior center location and adapt to trip demand changes as well as replace aging equipment.
WCCTAC	\$14,000	Ongoing administration of programs
<b>Total</b>	<b>\$587,130</b>	

**Attachments:**

- A. City of San Pablo Claim
- B. East Bay Paratransit Consortium Claim
- C. City of El Cerrito Claim
- D. WestCAT Claim



## City of San Pablo Paratransit Measure J 20b – FY 18-19

1. We were having difficulty retaining our part-time drivers, so we added an additional full-time driver position to meet the needs of increasing demands for trips in our area. This will now give us three (3) full-time Paratransit drivers, which we anticipate will increase our ridership by 20% this coming year. We will continue to search for opportunities to enhance coordination with West County operators.
2. The City has recently added RouteMatch in an effort to increase the efficiency of our drivers and their routes. By adding this software and the extra driver, we anticipate we will have the capacity to increase our ridership by 10% in the coming year. The combination of both the additional full-time driver and RouteMatch software, the City could see as much as a 25% increase in ridership this coming year. Phase 2 is to seek to purchase tablets with these funds for the drivers as well, which will also increase efficiency and streamline our internal scheduling.
3. The Travel Training program held four travel training events since it was implemented from last fiscal year in collaboration with the Center for Independent Living (CIL). The goal is to continue to expand the knowledge of our residents and also to 'Train the Trainer,' so that the City can sustain the program on a regular basis. This project includes volunteer recruitment, staff administration training time, and program costs. CIL Mobility Coordinator will train City staff and volunteers through hands on workshops. CIL Mobility Coordinator trained City staff and volunteers through hands on workshops and awarded the coordinator certificate of completion. The City recruited 2 travel training ambassadors, outreach to new and existing participants, and organized with assistance from Mobility Coordinator at least 4 group and 4 individual travel trainings which we hope will provide new transportation tools and skills to participants.
4. We would like to continue to offer our Free ride program for San Pablo Senior Center volunteers. The program works in a manner where free rides are given to those volunteers that reside in San Pablo and provide volunteer services at our San Pablo Senior Center. Volunteers provide a large amount of man hours at the facility, which does play a vital role in assisting our Senior Center staff and participants. However, the program also gives our volunteers a sense of community pride, ownership, and overall sense of purpose being a volunteer for our Senior Center. The program had 188 free rides in its inaugural year (2014). Since then, the program has continued to grow and increase in participation by nearly 40% since 2014. We project a slight increase for next year by an additional 5%, bringing the anticipated total to nearly 275 volunteer rides.

**Measure J Transportation for Seniors and People with Disabilities Program Worksheet E - Program 20 Usage**

Operators must submit this worksheet to their respective RTPC for approval of the proposed use. get authorization from their respective RTPCs approving the use of these funds for the designated purpose stated above.

**FY 2018-19 Funding**

**\$115,728**

**Please indicate the proposed use of Program 20 funds**

The primary objective of the partnership between AC Transit and BART working cooperatively as the East Bay Paratransit Consortium (EBPC), is to deliver high quality, cost effective paratransit service that meets the service criteria and requirements under the ADA. The EBPC program is targeted to meet the needs of individuals who are prevented from using accessible fixed route services because of their disabilities.

EBPC will continue in FY18/19 to provide ADA mandated service in compliance with Federal law. No changes to service delivery are proposed in FY18/19; however, as required by law, EBPC will incorporate into the service area any service expansion of both agencies.

Besides providing ADA service, the EBPC Broker and agency staff are engaging in preliminary discussions about:

- incorporating EBPC fare tickets into the Clipper system
- providing a paperless option for fare collection
- service delivery options - including the possible inclusion of Technology Network Companies (TNC's) into our service model.

## City of El Cerrito Measure J 20b – FY 18-19

FY 2018-19 Funding	\$	42,795
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Please indicate the proposed use of Program 20 funds:

El Cerrito Easy Ride Paratransit Service proposes to use the entire allocation through Measure J Program 20 to continue existing services-Monday thru Friday Paratransit Service transportation to Nutrition Lunch Program, Weekly Excursions, Hiking, Birding trips and our newest program Travel Coaching. The funds will also enable us to purchase/lease a new 14 passenger bus in 2018-2019. Easy Ride Paratransit Service will continue to expand service beyond El Cerrito through our monthly transportation to Costco, Sprouts, East & West Mall and Target. As both buses continue to age, repair expenses are and will continue to increase and are becoming more frequently. It would be difficult for us to offer our current level of service and our desire to expand without Program 20.

# Measure J Transportation for Seniors and People with WestCAT WCCTA

FY 2018-19 Funding

\$

87,431

Please indicate the proposed use of Program 20 funds:

WCCTA intends to utilize the entire allocation of Program 20 funding to continue direct paratransit service outside our service area boundaries into Richmond and San Pablo (primarily for passengers traveling to dialysis, adult day programs, and other medical facilities).



**TO:** WCCTAC Board

**MEETING DATE:** May 25, 2018

**FR:** John Nemeth, Executive Director

**RE:** **WCCTAC Concurrence for an Amendment to the 2016 Measure J Strategic Plan regarding the I-80/Central Avenue and I-80/San Pablo Dam Road Interchanges.**

### **REQUESTED ACTION**

Staff recommends that the WCCTAC Board concur with the CCTA proposal, subject to the inclusion of language in CCTA's Strategic Plan Amendment Resolution that pre-commits 2020 STIP funds to the I-80/Central Avenue Interchange, Phase 2 Project.

### **BACKGROUND AND DISCUSSION**

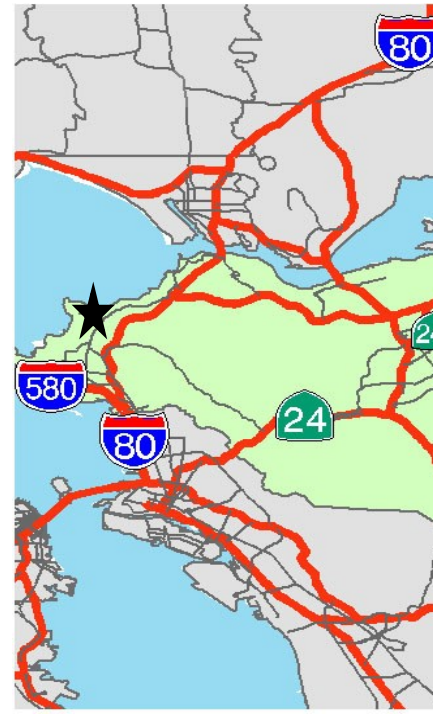
At the request of the City of San Pablo, the Contra Costa Transportation Authority (CCTA) has managed the I-80/San Pablo Dam Road Interchange Project since 2007. To match available funding, the Project is being completed in two phases.

In November 2015, CCTA awarded the construction contract for Phase 1 of the Project. Construction activities started in January 2016 and are now nearing completion. However, the project encountered delays which have increased the contractor's overhead costs. To complete Phase 1, an additional \$436,404 in funding is needed.

In order to cover the funding shortfall, the Authority is seeking WCCTAC's concurrence to amend the *2016 Measure J Strategic Plan* to reprogram \$436,404 from the I-80/Central Avenue Interchange, Phase 2 Project (Project 7003) to the I-80/San Pablo Dam Road Interchange Project (Project 7002). (Both the I-80/San Pablo Dam Road Interchange and I-80/Central Avenue projects are funded from the same category in Measure J). In return, CCTA would pre-commit an identical amount from the 2020 State Transportation Improvement Program (STIP) to the I-80/Central Avenue project. This is not expected to introduce delays in project delivery for I-80/Central Avenue since \$7.7M in STIP funds are already programmed to the project.

CCTA staff is preparing to bring a Resolution to its Commission, in June, which resolves to pre-commit \$436,404 in 2020 STIP funds to the I-80 / Central Avenue Project. If other funds become available prior to the 2020 STIP funds, CCTA will restore Measure J funds to the I-80 Central Avenue project and reduce the pre-commitment of 2020 STIP funds accordingly.

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# Bus Operations Facility Expansion and Modernization

PROJECT # 19002

WestCAT's current bus fleet now exceeds the design capacity of its operations facility by 25%. In addition, WestCAT will add four expansion vehicles to its fleet in 2018, three of which are double deck commuter coaches. This project will acquire an additional industrially zoned parcel to expand WestCat's bus storage facility.

The project will also replace WestCat's 28-year old bus wash and water reclaim system, which is functionally obsolete and incapable of accommodating the taller double deck commuter buses and upgrade the bus yard's electrical service to 480v to facilitate future electrification of the WestCAT fleet.

## Did You Know?

WestCAT was formed in 1977 and serves Pinole, Hercules and unincorporated Contra Costa County (Rodeo and Crockett). WestCAT also offers a highly successful express bus route to San Francisco.



**Project** Bus Operations Facility Expansion and Modernization (# 19002)  
**Sponsor** Western Contra Costa Transit Authority (WestCAT)  
**Subregion** West County

**Scope**

Purchase of approximately 3/4 of an acre of land adjacent to current Administration and Operations facility for the expansion of the Bus Storage Facility. Design, engineering, permitting and preparation of bid documents for bus wash project. Replacement of existing bus wash equipment and water reclaim system at existing facility. Extension of new 480v electrical service to bus storage facility. Installation of cabling and vaults to support battery electric vehicle charging.

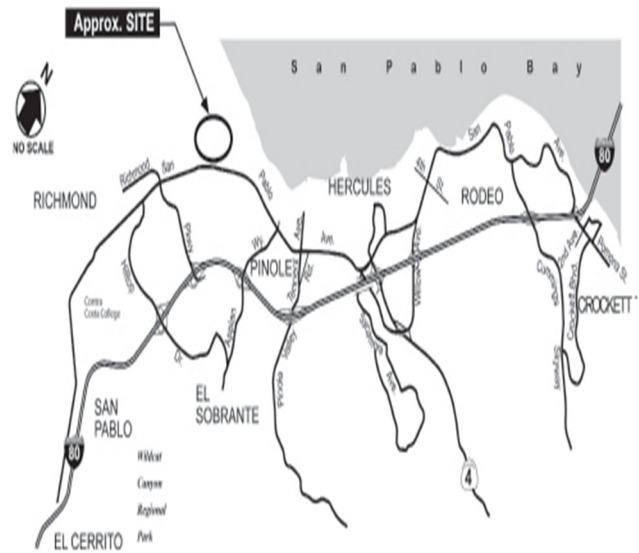
**Status**

- WestCAT has submitted a formal offer to purchase a parcel of land adjacent to the current site and is in active negotiation to conclude the acquisition.
- Westcat has secured NEPA environmental clearance for the purchase through the Federal Transit Administration.
- A Basis of Design Memorandum has been completed for the bus wash replacement project, and the consulting firm (has submitted) an application for plan check and issuance of a building permit. The firm is also nearing completion of the bid package in preparation for an Invitation for Bid solicitation with an award in late Spring 2018. A contract is in place with PG&E for installation of new electrical service.

**Issues/Areas of Concern**

- None.

**Location**



**Schedule**

	<i>Phase 1 Storage Facility</i>	<i>Phase 2 Bus Wash</i>
Prel. Studies/Planning	2017-2018	2018-2019
Env. Clearance	2017-2018	2018-2019
Design	—	2018-2019
Right of Way/Utilities	2017-2018	—
Construction	—	2018-2019
Landscaping	—	—

**Funding by Source (\$ 000s)**

	<i>Phase 1 Storage Facility</i>	<i>Phase 2 Bus Wash</i>
Measure J	\$453	\$668
Federal Transit Admin Funds	—	134
Local Agency Funds	—	698
<b>Total</b>	<b>\$453</b>	<b>\$1,500</b>





**TO:** WCCTAC Board

**MEETING DATE:**

May 25, 2018

**FR:** Leah Greenblat, Project Manager

**RE:** Express Bus Implementation Plan: Consultant Selection

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### **REQUESTED ACTION**

WCCTAC staff recommends that the Board authorize WCCTAC's Executive Director or designee, in consultation with WCCTAC's legal counsel, to enter negotiations for planning and engineering services to develop a West Contra Costa County Express Bus Implementation Plan with the top-ranked firm, Kimley Horn, and if the negotiations are unsuccessful to then negotiate with the second-ranked firm, WSP.

### **BACKGROUND AND DISCUSSION**

Late last year WCCTAC applied for and received \$639,456 in funding from the Caltrans' Sustainable Communities Grant program with funds from SB1. The grant is to be used to develop a West Contra Costa County Express Bus Implementation Plan based on the recommendations from the recently completed West County High Capacity Transit Study.

As directed by the WCCTAC Board, WCCTAC issued a Request for Proposals (RFP) in April for planning and engineering services to prepare a West Contra Costa County Express Bus Implementation Plan. In response, WCCTAC received four proposals from the following prime consultants: Arup, Kimley-Horn, Nelson Nygaard, and WSP.

A committee composed of staff from WCCTAC, WestCAT, and AC Transit reviewed the proposals and selected two teams (Kimley Horn and WSP) to participate in interviews. These teams were selected due to their knowledge and understanding of the work; qualifications of the project team; experience with similar work and West County; the quality of their proposal; and their overall approach. All four proposals presented similar cost estimates for their services.

The interviews were held on May 16, 2018. In their written proposals and interviews, both Kimley Horn and WSP were ranked very closely. Ultimately, the Kimley Horn team ranked slightly higher than the WSP team.

At this time, staff seeks authorization from the Board for staff to pursue contract negotiations with the highest ranked team. If WCCTAC staff is unable to secure a satisfactory agreement with the top-ranked team, we would then negotiate with the second ranked team. Whatever

the outcome, staff would return with an agreement for the Board to consider, likely at its next meeting on June 15.

WCCTAC anticipates providing the consultant with a notice to proceed by mid-June 2018. Consistent with Caltrans' funding agreement, all work associated with this plan must be completed by February 2020.

**WEST CONTRA COSTA TRANSPORTATION ADVISORY COMMITTEE  
RESOLUTION NO. 18-04**

**ESTABLISHING REVISED TERMS OF COMPENSATION  
FOR JOHN C. NEMETH, EXECUTIVE DIRECTOR**

**WHEREAS**, the Board of Directors of the West Contra Costa Transportation Advisory Committee (“WCCTAC”) appointed John C. Nemeth to the position of Executive Director of WCCTAC to serve for and during the pleasure of the Board of Directors, effective January 21, 2014; and

**WHEREAS**, the Board of Directors of WCCTAC is authorized to approve the Executive Director’s compensation; and

**WHEREAS**, Executive Director of WCCTAC, John C. Nemeth was initially compensated at the “Step 3” level upon his appointment; and

**WHEREAS**, on October 23, 2015, the Board of Directors of WCCTAC approved a revision to the terms of compensation to John C. Nemeth to compensate John C. Nemeth at the “Step 4” level, retroactively effective on July 1, 2015; and

**WHEREAS**, on January 27, 2017, the Board of Directors of WCCTAC approved a revision to the terms of compensation to John C. Nemeth to compensate John C. Nemeth at the “Step 5” level, retroactively effective on January 1, 2017; and

**WHEREAS**, the Board of Directors of WCCTAC has designated Chair Cecilia Valdez, Vice Chair Chris Kelley, and Board Member Janet Abelson to serve as labor negotiator to negotiate a revised compensation mutually acceptable to John C. Nemeth and the Board of Directors; and

**WHEREAS**, the Board of Directors and John C. Nemeth have negotiated mutually acceptable terms of compensation to revise John C. Nemeth’s compensation as Executive Director at the “Step 6” level; and

**WHEREAS**, the Board of Directors desires to confirm the revised terms of John C. Nemeth’s compensation and as WCCTAC’s Executive Director effective as of July 1, 2018.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the West Contra Costa Transportation Advisory Committee does hereby approve a revision to the terms of compensation for John C. Nemeth as Executive Director from “Step 5” to “Step 6” at the compensation amount outlined as “Step 6” in Exhibit A, attached hereto, effective as of July 1, 2018.

The foregoing Resolution was adopted by the WCCTAC Board at a regular meeting on May 25, 2018 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

By: \_\_\_\_\_  
Cecilia Valdez, Chair

Attest:

\_\_\_\_\_  
John Nemeth, Executive Director

Approved as to Form:

\_\_\_\_\_  
Kristopher J. Kokotaylo, General Counsel

2964840.1



El Cerrito

May 9, 2018

Hercules

Mr. Randell Iwasaki, Executive Director  
Contra Costa Transportation Authority  
2999 Oak Road, Suite 100  
Walnut Creek, CA 94597

Pinole

RE: April WCCTAC Board Meeting Summary

Dear Randy:

Richmond

The WCCTAC Board, at its meeting on April 27, 2018, took the following actions that may be of interest to CCTA:

San Pablo

1. Authorized WCCTAC Staff to send a comment letter to CCTA regarding the Countywide Bicycle and Pedestrian Plan.
2. Authorized the release of a Request for Proposals (RFP) for an Express Bus Implementation Plan, funded through an SB1 grant.
3. Approved the use of \$46,827 in Measure J 28b funds for use as a local match for the Express Implementation Plan.
4. Authorized staff to send a letter supporting WCCTAC's application for a Program for Arterial System Synchronization (PASS) grant.
5. Approved Resolution 18-03 which continues support for a dedicated Bicycle and Pedestrian path on the upper deck of the Richmond-San Rafael Bridge.
6. Approved the WCCTAC Draft Fiscal Year 19 Budget, Work Program and Dues, to be released to member agencies for review.
7. Approved the use of \$100,000 in Measure J 28b funds, to enhance outreach and travel training for disabled and senior residents in West County.
8. Received information from WCCTAC staff regarding Bike to Work Day 2018.

Contra Costa County

AC Transit

Please let me know if you have any follow-up questions.

BART

Sincerely,

John Nemeth  
Executive Director

WestCAT

cc: Tarienne Grover, CCTA; John Cunningham, TRANSPAC; Jamar Stamps, TRANSPLAN; Lisa Bobadilla, SWAT

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**ACRONYM LIST.** Below are acronyms frequently utilized in WCCTAC communications.

**ABAG:** Association of Bay Area Governments  
**ACTC:** Alameda County Transportation Commission  
**ADA:** Americans with Disabilities Act  
**APC:** Administration and Projects Committee (CCTA)  
**ATP:** Active Transportation Program  
**AV:** Autonomous Vehicle  
**BAAQMD:** Bay Area Air Quality Management District  
**BATA:** Bay Area Toll Authority  
**BCDC:** Bay Conservation and Development Commission  
**Caltrans:** California Department of Transportation  
**CCTA:** Contra Costa Transportation Authority  
**CEQA:** California Environmental Quality Act  
**CIL:** Center for Independent Living  
**CMAs:** Congestion Management Agencies  
**CMAQ:** Congestion Management and Air Quality  
**CMIA:** Corridor Mobility Improvement Account (Prop 1B bond fund)  
**CMP:** Congestion Management Program  
**CSMP:** Corridor System Management Plan  
**CTC:** California Transportation Commission  
**CTP:** Contra Costa Countywide Comprehensive Transportation Plan  
**CTPL:** Comprehensive Transportation Project List  
**DEIR:** Draft Environmental Impact Report  
**EBRPD:** East Bay Regional Park District  
**EIR:** Environmental Impact Report  
**EIS:** Environmental Impact Statement  
**EVP:** Emergency Vehicle Preemption (traffic signals)  
**FHWA:** Federal Highway Administration  
**FTA:** Federal Transit Administration  
**FY:** Fiscal Year  
**HOV:** High Occupancy Vehicle Lane  
**ICM:** Integrated Corridor Mobility  
**ITC or RITC:** Hercules Intermodal Transit Center  
**ITS:** Intelligent Transportations System  
**LOS:** Level of Service (traffic)  
**MOU:** Memorandum of Understanding  
**MPO:** Metropolitan Planning Organization  
**MTC:** Metropolitan Transportation Commission  
**MTSO:** Multi-Modal Transportation Service Objective

**NEPA:** National Environmental Policy Act  
**O&M:** Operations and Maintenance  
**OBAG:** One Bay Area Grant  
**PAC:** Policy Advisory Committee  
**PASS:** Program for Arterial System Synchronization  
**PBTF:** Pedestrian, Bicycle and Trail Facilities  
**PC:** Planning Committee (CCTA)  
**PCC:** Paratransit Coordinating Committee (CCTA)  
**PDA:** Priority Development Areas  
**PSR:** Project Study Report (Caltrans)  
**RHNA:** Regional Housing Needs Allocation (ABAG)  
**RPTC:** Richmond Parkway Transit Center  
**RTIP:** Regional Transportation Improvement Program  
**RTP:** Regional Transportation Plan  
**RTPC:** Regional Transportation Planning Committee  
**SCS:** Sustainable Communities Strategy  
**SHPO:** State Historic and Preservation Officer  
**SOV:** Single Occupant Vehicle  
**STA:** State Transit Assistance  
**STIP:** State Transportation Improvement Program  
**STMP:** Subregional Transportation Mitigation Plan  
**SWAT:** Regional Transportation Planning Committee for Southwest County  
**TAC:** Technical Advisory Committee  
**TCC:** Technical Coordinating Committee (CCTA)  
**TDA:** Transit Development Act funds  
**TDM:** Transportation Demand Management  
**TFCA:** Transportation Fund for Clean Air  
**TEP:** Transportation Expenditure Plan  
**TLC:** Transportation for Livable Communities  
**TOD:** Transit Oriented Development  
**TRANSPAC:** Regional Transportation Planning Committee for Central County  
**TRANSPLAN:** Regional Transportation Planning Committee for East County  
**TSP:** Transit Signal Priority (traffic signals and buses)  
**VMT:** Vehicle Miles Traveled  
**WCCTAC:** West County Costa Transportation Advisory Committee