

TRANSPAC
Transportation Partnership and Cooperation
Meeting Notice and Agenda

THURSDAY, JUNE 11, 2020

CLOSED SESSION 8:30 A.M.

REGULAR MEETING
9:00 A.M. to 11:00 A.M.

**COVID-19 SPECIAL NOTICE – PUBLIC MEETING GUIDELINES FOR
PARTICIPATING VIA PHONE/VIDEO CONFERENCE**

Consistent with Executive Orders N-25-20 and N-29-20 issued by the Executive Department of the State of California and Contra Costa County's Health Order No. HO-COVID19-16 dated June 2, 2020, meetings of the TRANSPAC Board and TAC will utilize phone and video conferencing as a precaution to protect staff, officials and the general public. The public is invited to participate by Zoom telephone or video conference via the methods below:

Video Conference Access: Please click the link at the noticed meeting time:

<https://us02web.zoom.us/j/88060215549?pwd=Y2hLSDZsOVU1M2kveTJXLy9WYVRnUT09P>

Password: 504414.

Phone Access: To observe the meeting by phone, please call at the noticed meeting time 1 (669) 900 6883, then enter the Meeting ID: 880 6021 5549 and Password: 504414.

Public Comments: Public Comment may still be provided by submitting written comments to tiffany@graybowenscott.com by 3 p.m. on the day before the meeting, which will be read during Public Comment or on the related item when Public Comment is called and entered into the record.

Americans with Disabilities Act (ADA): This agenda is available upon request in alternative formats to persons with a disability, as required by the ADA of 1990 (42 U.S.C. §12132) and the Ralph M. Brown Act (Cal. Govt. Code §54954.2). Persons requesting a disability related modification or accommodation should contact TRANSPAC via email or phone at tiffany@graybowenscott.com or (925) 937-0980 during regular business hours at least 48 hours prior to the time of the meeting.

CLOSED SESSION

1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION PURSUANT TO GOVERNMENT CODE §54957

Title: Managing Director

Conference with Labor Negotiators Pursuant to Government Code §54957.6

Agency Designated Representative: Carlyn Obringer, Chair

Unrepresented Employee: Managing Director

RECONVENE IN OPEN SESSION

2. REPORT ON ACTION TAKEN IN CLOSED SESSION

3. CONVENE REGULAR MEETING / SELF-INTRODUCTIONS

- 4. PUBLIC COMMENT.** At this time, the public is welcome to address TRANSPAC on any item not on this agenda. Please complete a speaker card and hand it to a member of the staff. Please begin by stating your name and address and indicate whether you are speaking for yourself or an organization. Please keep your comments brief. In fairness to others, please avoid repeating comments.

ACTION ITEMS

5. CONSENT AGENDA

- a. **MINUTES OF THE MAY 14, 2020 MEETING** 🌀 Page 5

Attachment: Minutes of the May 14, 2020 meeting

END CONSENT AGENDA

- 6. MEASURE J LINE 20A FUNDS PROGRAM – DRAFT PROGRAM.** The Contra Costa Transportation Authority (CCTA) Measure J line 20a program provides funds for Transportation Services for Seniors & People with Disabilities in the TRANSPAC area. TRANSPAC is responsible for recommendations on how the Line Item 20a funds are to be used. Measure J Line 20a funds were expected to generate about \$918,000 over the two-year programming period. Based on the COVID-19 Pandemic / shelter in place orders that were instituted in March, the amount of Measure J revenues will be impacted, providing less than previously projected. Therefore, the final program for consideration accounts for reduced available funding. 🌀 Page 11

ACTION RECOMMENDATION: Approve a final program including the following assumptions: 1) Program funds for projects and programs requiring funding in year one (2020/2021) using a combination of projected cost savings from FY2019/2020 programming and new FY 2020/21 programming of \$438,000, as detailed in the attached material

(including adjustments to prior programming); and 2) Consider year two (2021/2022) program actions later in FY 2020/2021.

Attachment: Staff Report

7. **TRANSPAC DRAFT WORK PLAN AND BUDGET FOR FISCAL YEAR 2020/2021.**
The TRANSPAC Joint Exercise of Power Agreement (JPA) specifies that TRANSPAC shall adopt a budget. The TRANSPAC budget projects the costs associated with TRANSPAC operations and the level of funds required, including member contributions, to be included in the TRANSPAC FY 2020/2021 Budget. The method to determine the proportional amount each agency would be required to pay of any member contribution is based on the formula specified in the TRANSPAC JPA. 🌀 **Page 37**

ACTION RECOMMENDATION: Approve the workplan and budget for FY 2020/2021 and the GBS contract amendment for FY 2020/2021 (consistent with the budget assumptions).

Attachment: Staff Report

8. **CONTRA COSTA ACCESSIBLE TRANSPORTATION STRATEGIC PLAN OUTREACH.** The Contra Costa Transportation Authority (CCTA) and the County are partnering on a planning effort to improve transportation options for older persons, those with disabilities, and veterans. The effort is called the Accessible Transportation Strategic (ATS) Plan and it is currently in the outreach phase. CCTA / County are striving to make use of all available outlets to broadcast a survey being conducted in addition to promoting the ATS Plan in general. CCTA / County are requesting assistance in distributing / posting the ATS Plan material and soliciting survey feedback. This request for assistance is more critical during the shelter in place, as the outreach effort has been compromised due to the COVID-19 pandemic. (INFORMATION) 🌀 **Page 51**

Attachment: Staff Report

9. **511 CONTRA COSTA PROGRAM – 2020 SUMMER BIKE CHALLENGE.** 511 Contra Costa share is cosponsoring the Summer Bike Challenge program with multiple cities in the TRANSPAC area. The program includes biking to identified destinations and crossing off the squares on the BINGO like gameboard. Those that enter are eligible for prizes. 511 Contra Costa is requesting assistance to share information about the program. (INFORMATION) 🌀 **Page 55**

Attachment: Staff Report

10. **TRANSPAC CCTA REPRESENTATIVE REPORTS**
11. **CCTA EXECUTIVE DIRECTOR’S REPORT REGARDING AUTHORITY ACTIONS / DISCUSSION ITEMS** 🌀 **Page 57**

Attachment: CCTA Executive Director Randell H. Iwasaki’s Report dated May 20, 2020.

12. ITEMS APPROVED BY THE CCTA FOR CIRCULATION TO THE REGIONAL TRANSPORTATION PLANNING COMMITTEES AND RELATED ITEMS OF INTEREST 🌀 Page 61

Attachment: CCTA Executive Director Randell H. Iwasaki's RTPC Memos dated May 28, 2020.

13. TAC ORAL REPORTS BY JURISDICTION: Reports from Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek, and Contra Costa County, if available.
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- TRANSPAC – Meeting summary letter dated May 19, 2020
- TRANSPLAN – Meeting summary letter dated June 3, 2020
- SWAT – Meeting summary letter dated May 7, 2020
- WCCTAC – Meeting summary letter dated May 30, 2020
- Street Smarts Programs in the TRANSPAC Region can be found at:
<https://streetsmartsdiablo.org/events/>
- County Connection Fixed-Route Monthly Report:
http://countyconnection.com/wp-content/uploads/2020/05/4.FINAL_Fixed-Route-COVID-19-Update.pdf
- County Connection Link Monthly Report:
<http://countyconnection.com/wp-content/uploads/2020/05/5.FINAL-OS-Paratransit-Operations-COVID-19-Update-2-June-2020.pdf>
- The CCTA Project Status Report may be downloaded at:
<https://ccta.primegov.com/Portal/viewer?id=310&type=2>
- The CCTA Board meeting was held on May 20, 2020. The next meeting is scheduled for June 17, 2020. The agenda is not yet available.
- The CCTA Administration & Projects Committee (APC) meeting agenda for June 4, 2020 may be downloaded at:
<https://ccta.primegov.com/Portal/Meeting?compiledMeetingDocumentFileId=5767>
- The CCTA Planning Committee meeting scheduled for June 3, 2020 was cancelled.
- The CCTA Calendar for June to August 2020, may be downloaded at:
<https://ccta.primegov.com/Portal/viewer?id=369&type=2>

14. BOARDMEMBER COMMENTS

15. MANAGING DIRECTOR'S REPORT

16. ADJOURN / NEXT MEETING

The next meeting is scheduled for July 9, 2020 at 9:00 A.M. The location will be determined pending further guidance from the Contra Costa County Department of Public Health.

TRANSPAC Committee Meeting Summary Minutes

MEETING DATE: May 14, 2020

MEMBERS PRESENT: Carlyn Obringer, Concord (Chair), Mark Ross, Martinez (Vice Chair), Sue Noack, Pleasant Hill; Loella Haskew, Walnut Creek; Karen Mitchoff, Contra Costa County; Julie Pierce, City of Clayton

PLANNING COMMISSIONERS PRESENT: Bob Pickett, Walnut Creek; John Mercurio, Concord

STAFF PRESENT: Abhishek Parikh, Concord; Robert Sarmiento, Contra Costa County; Ruby Horta, County Connection; Andy Smith, Walnut Creek; Eric Hu, Pleasant Hill; Matt Todd, TRANSPAC Managing Director; and Tiffany Gephart, TRANSPAC Clerk

GUESTS/PRESENTERS: Matt Kelly, CCTA; Julie Morgan, Fehr & Peers

MINUTES PREPARED BY: Tiffany Gephart

1. Convene Regular Meeting / Pledge of Allegiance / Self-Introductions

Chair Carlyn Obringer called the meeting to order at 9:02 A.M.
Introductions followed.

2. Public Comments

There were no comments from the public.

3. Consent Agenda

a. Minutes of the March 12, 2020 Meeting

On motion by Loella Haskew seconded by Sue Noack to approve the minutes by unanimous vote of the members present (Obringer, Ross, Noack, Haskew, Mitchoff, Pierce)

4. MEASURE J LINE 20A FUNDS PROGRAM – DRAFT PROGRAM.

The CCTA Measure J line 20a program provides funds for Transportation Services for Seniors & People with Disabilities in the TRANSPAC area. TRANSPAC is responsible for recommendations on how the Line Item 20a funds are to be used. Measure J Line 20a funds were expected to

generate about \$918,000 over the two-year programming period. Based on the COVID-19 Pandemic / shelter in place orders that have been instituted in March, the amount of Measure J revenues will be impacted, providing less than previously projected. Therefore, the proposed draft program for consideration takes into account reduced available funding.

Matt Todd presented the following funding options to the Board for consideration: Option A - program two years of funds at the current programming level; Option B - program one year of funds and maintain prior programming level for the year; Option C – program two years of funds and reduce programming level to match revised projections (at a reduction of approximately 15-20 percent).

Loella Haskew asked what if any are the legal ramifications of delaying Line 20a funding for the second year. Matt commented that he is not aware of any legal impediments.

Sue Noack asked if there are any changes to applicant funding requests or if any organizations have requested to change their funding and if TRANSPAC would be requesting information from programs to see where they are at. Matt Todd commented that he is planning to request information on the status of applicants who are operating currently.

Sue Noack asked how COVID-19 has impacted the TNC volumes. Matt Todd commented that the Rossmore and City of Walnut Creek programs reported that they are 5-10% of what they had been.

Bob Pickett asked how CCTA came up with the sales tax revenue projections. Matt commented that they have a consultant contract with a firm that includes economists to provide those projections. Bob Pickett also asked if any other programs revised their projections.

Sue Noack commented that the city of Pleasant Hill utilizes HdL to project sales tax revenue and they have given projections for the next year.

Matt Kelly commented that CCTA contracted with a financial firm to help with revenue projections and CCTA staff will bring projections to the next Authority Board meeting to discuss.

Mark Ross commented that Option B is the best option.

Julie Pierce agreed that Option B is good option. She noted concerns about finances and available resources in the future.

Sue Noack commented that she did not agree with a 15% cut across the board but advised to look more carefully at individual programs and how funds are allocated in the first year.

Karen Mitchoff advised TRANSPAC staff to review the finances in future months.

Matt commented that he will come back with more information based on additional information collected from the existing programs for the next board meeting.

On motion by Loella Haskew, seconded by Sue Noack to approve the release of a draft program for public review, including the following assumptions: Fund only year one requests at this time; Program funds for projects and programs requiring funding in year one (2020/2021) and a funding level of \$459,000 as originally projected; Consider year two program actions later in FY 2020/2021, with options to consider at that time ranging from programming against the current application year 2 requests to requiring new applications for 2021/2022 requests (to be decided at a later date); the draft program includes the funding of applicants at a about a 15% reduced level, with the exception of the Pleasant Hill capital purchase not being reduced, resulting in a total program at \$459,000. (Obringer, Ross, Noack, Haskew, Mitchoff, Pierce)

5. TRANSPAC DRAFT WORK PLAN AND BUDGET FOR FISCAL YEAR 2020/2021.

The TRANSPAC JPA specifies that TRANSPAC shall adopt a budget that includes operational expenses and the proportional amount each agency will be required to pay to fund TRANSPAC. The TRANSPAC Board is requested to review and comment on the Draft 2020/2021 Workplan and Budget. The TRANSPAC Board is also requested to provide input for the process for the annual review of the Managing Director in consideration of existing shelter in place order. This item will be brought back to the TRANSPAC Board for final approval at June TRANSPAC Board meeting.

Matt reviewed the Draft Workplan material and noted that in the past the Board conducted a closed session to discuss the Managing Director position and asked if any members have conducted virtual closed sessions. Board members agreed to conducting a phone/video conference closed session to discuss this item.

Matt reviewed the draft budget including the expenditures and member agency funding levels. Matt reviewed the contingency level in the draft budget and level of funds that represents a two or three-month level of funds to avoid using funds from the City of Pleasant Hill to cover costs while waiting for member agency payments to come in at the beginning of the year. He noted that as we spend down funds for the I-680/Monument Bicycle and Pedestrian Study, there will be less funds in the TRANSPAC accounts.

Mark Ross commented that a small reduction in the contribution by each of the member agencies would be appreciated considering current events.

Karen Mitchoff responded that Matt could return with a revised budget based different levels of reduction for each city.

Mark Ross reiterated rather than adding excess funds to contingency, the Board could consider reducing the payments to the member agencies. Mark Ross commented that either a Pro rata share or a fixed reduction across the board would be agreeable. He recommended maintaining

the contingency at 2019-20 levels, approximately \$24, 557 rather than raising it to \$38,500 in 2020-21. Other Board member concurred with keeping contingency at 25,000.

6. COSTA TRANSPORTATION AUTHORITY GROWTH MANAGEMENT PLAN/SENATE BILL 743 IMPLEMENTATION.

The Contra Costa Transportation Authority (CCTA) Measure J program includes a Growth Management Program (GMP) element. Local agencies must comply with the GMP program to receive certain funds through the Measure J program. The GMP currently allows local agencies in Contra Costa County to evaluate new projects for traffic impacts using CEQA Level of Service measures. With the passage of Senate Bill 743 (SB743) public agencies evaluating the impact of development projects will be required to use vehicle miles traveled (VMT) to evaluate transportation impacts. CCTA has held a series of meetings to discuss the implementation of SB743 in the context of the CCTA Growth Management Program (GMP), including definition for a baseline VMT and thresholds to consider.

Matt Kelly commented that The GMP Task Force has been meeting since October on a work plan and there have been seven meetings to date since October. The GMP Task Force goal is to apply a consistent philosophy across the county for the required CEQA VMT analysis.

Matt Kelly noted that SB743 is intended to promote infill development in cities around transit stations, and it will be implemented statewide. SB743 promotes public health through bike and pedestrian modes and aims to influence a reduction in greenhouse gasses. SB743 eliminates vehicle delay (level of service or LOS) as a measure of significant impact and adds VMT as the new CEQA measure. Implementation is required by July 2020. Projects that have not completed the environmental phase by that time will have to be evaluated under the CEQA new measures.

Matt Kelly noted that mitigating VMT impacts will look differently under the new guidance. CCTA is looking into the concept of a region wide approach to VMT mitigation. The draft CCTA policy for VMT will define metrics, screening, levels of significance and mitigation of VMT impacts. Matt Kelly noted that the draft policy is expected to be brought back to the Authority Board in June or July.

Sue Noack asked how cities use VMT and how does it take into account the significant increase of electric vehicles? Matt Kelly commented that cities need to use LOS for operational analysis, timing signals, determining turn lanes, etc. The new policy does not completely remove LOS as a tool a city can use, and for example LOS could still be utilized in a cities general plan, but that VMT will apply under CEQA.

Matt Kelly added that electric vehicles are already accounted for in the measures. The state still has an overall goal to reduce greenhouse gases by 15% which will include the change in the makeup of the vehicle fleet. The goal will be achieved through a combination of electric vehicle fleet turnover and VMT reduction. For Contra Costa the goal is a 57% fleet turnover by 2020.

7. TRANSPAC CCTA Representative Reports

No comments.

8. CCTA Executive Director's Report Regarding Authority Actions/Discussion Items

No comments.

9. Items Approved by the Contra Costa Transportation Authority for Circulation to the Regional Transportation Planning Committee and Related Items of Interest

Loella Haskew updated the Board on the Micro Mobility project. Julie Pierce commented that the Board authorized an extension for audit services for the next year and on the regular agenda authorized an agreement with WSP for environmental services for SR 239, and received information on the Iron Horse Bicycle and Pedestrian Overhead Crossing at Bollinger Canyon Road.

10. TAC Oral Reports by Jurisdiction

No comments.

11. Boardmember Comments

Sue Noack commented that the first Innovate 680 PAC meeting was held in April.

Carlyn Obringer asked if the Board would like to schedule a closed session to evaluate the Managing Director Budget/Workplan. It was suggested that the Board may want to defer having the closed session to a later date. Sue Noack noted that the decisions implemented from the last closed session in the fall have only been in place for a few months and that COVID has impacted the ability to work on many items. She suggested having a closed session in June, but that the Board may choose to hold another closed session at a later time based on the understanding that there isn't much to comment on at this time. The Board agreed to hold a closed session at the next regularly scheduled meeting date from 8:30-9:00am.

12. Managing Director's Reports

No comments

13. Adjourn/Next Meeting

The meeting adjourned at 10:52 A.M. The next meeting is scheduled for June 11, 2020 at 9:00 A.M. The location will be determined pending further guidance from the Contra Costa County Department of Public Health.

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TRANSPAC BOARD Meeting STAFF REPORT

Meeting Date: June 11, 2020

Subject:	MEASURE J LINE 20A FUNDS PROGRAM – FINAL PROGRAM
Summary of Issues	<p>The Contra Costa Transportation Authority (CCTA) Measure J line 20a program provides funds for Transportation Services for Seniors & People with Disabilities in the TRANSPAC area. TRANSPAC is responsible for recommendations on how the Line Item 20a funds are to be used. Measure J Line 20a funds were expected to generate about \$918,000 over the two-year programming period. Based on the COVID-19 Pandemic / shelter in place orders that were instituted in March, the amount of Measure J revenues will be impacted, providing less than previously projected. Therefore, the final program for consideration accounts for reduced available funding.</p>
Recommendations	<p>Approve a final program including the following assumptions:</p> <ul style="list-style-type: none">○ Program funds for projects and programs requiring funding in year one (2020/2021) using a combination of projected cost savings from FY2019/2020 programming and new FY 2020/21 programming of \$438,000, as detailed in the attached material (including adjustments to prior programming);○ Consider year two (2021/2022) program actions later in FY 2020/2021.
Financial Implications	<p>TRANSPAC is responsible for recommendations on how the Measure J Line 20a funds are to be used in Central County. The program resulting from the above process will commit Measure J revenue dedicated to projects that support transportation for seniors and people with disabilities in Central Contra Costa County.</p>
Options	<p>Other options include:</p> <ul style="list-style-type: none">• Direct staff to modify the program
Attachment(s)	<p>A. TRANSPAC Line 20A Program Savings B. Line 20A DRAFT Program C. Summary of Measure J Line 20A Call for Projects D. Measure J Line 20a Program - Fund Estimate Information E. Summary of Received Applications F. Measure 20A Program Guidelines G. G. Measure J TEP Program Description</p>

Background

The Measure J Expenditure Plan includes a program, line 15: Transportation for Seniors & People with Disabilities. The name generally self-describes the activities that the program funds. There is an additional program in Measure J, line 20a: Additional Transportation Services for Seniors & People with Disabilities, which provides the TRANSPAC area an additional 0.5% for these types of services. TRANSPAC is responsible for recommendations on how the Line Item 20a funds are to be used. The initial annual revenue for FY 2020/2021 was projected to be approximately \$459,000 per year. The COVID-19 Pandemic and resulting shelter in place orders has affected the economy and the revenue projections for next year have been lowered.

TRANSPAC last issued a call for projects and approved a program of projects in FY 2017/2018 for the FY 2018/2019 and FY 2019/2020 period of program/project operations. At the time of the release of the current call for projects for the Measure J Line 20a program, revenues were expected to provide about \$918,000 over the two-year programming period. Program applications were requested to be submitted by January 24, 2020. The attached material includes program guidelines and a summary of the applications received. The Contra Costa County Board of Supervisors, as well as the majority of Bay Area counties issued a coordinated shelter in place order on 3/16/19. Governor Newsom issued a statewide order on 3/19/20. A revised Shelter in place order that does not substantially revise limits on indoor gatherings was issued June 2, 2020 (that does not inset a specific end date) will continue to be in effect until it is extended, rescinded, superseded, or amended (at the time of writing).

CCTA staff have notified TRANSPAC that Measure J revenue projections have been reduced for FY 2020/2021. The revenue projection for the coming year is now about \$382,000, about 15-20% lower than the prior assumption. The TRANSPAC Board reviewed a draft program to release for review at their May meeting, including options to proceed with the recognition of the new economic projections. The TRANSPAC Board reviewed information from the 2008 economic downturn and various options were discussed, from not revising programming assumptions to lowering the programming levels to match new revenue projections. The TRANSPAC Board indicated a revised assumption in the draft program released for review, that included programming funds for projects and programs requiring funding in year one (2020/2021) and a funding level of \$459,000 (as originally projected). The initial program assumptions included two years of programming. For the year two (2021/2022) program actions, they will be deferred to later in FY 2020/2021 and additional information about Measure J revenues are available.

The Programs and Projects

The applicants provide a wide range of services and trip types, which is further reflected in the range of operating and cost metrics for each of the services, with all within the range of

TRANSPAC Line 20A guidance. The overall program includes volunteer based and non volunteer provided services, high level of assistance door thru door service to a well utilized fixed route service, and more recently the addition of Taxi Scrip/TNC services that provides flexibility beyond normal service hours. The proposed program would fund services that have been previously supported with the Line 20A funds, with the addition of the Concord Get Around Taxi Scrip program and the County Connection Midday Free Ride Program for the Bridge and RES programs.

The draft program released for public comment included an assumption of funding of applicants at 15% reduced level, with the exception of the Pleasant Hill capital purchase not being reduced, resulting in a total program at \$459,000. Staff was also directed to collect additional operations information for current 20A funded programs that may allow for adjustments in the final program recommendation. The programs currently funded with Line 20A funds are all impacted by the COVID-19 / shelter in place order in some way, with some programs on hold, not operating, or providing alternative services to assist the individuals that used the programs (i.e. bringing meals to the individuals rather than bringing the individual to a center for activities and a meal). Staff received information from the applicants, that included sponsors that are operating today, as well as those that do not currently receive Line 20A funds. Three applicants identified reduced costs for FY 2019/2020 operations, including Choice in Aging, City of Walnut Creek, and Golden Rain Foundation (Rossmoor) programs. The proposed program recommended for approval includes the use of \$100,000 of unexpended Line 20A funds for FY 2019/2020 to be utilized for the FY 2020/2021 program. With the identified savings from the FY 2019/2020 expenses, the proposed program includes full funding for the eight programs/projects with new programming of \$437,190, and when combined with the prior year savings, a total grant amount of \$537,190. The recommendation includes amendments required to prior year agreements to utilize the cost savings for FY 2020/2021 operations.

Schedule

The program schedule has been impacted by the shelter in place orders. The March TRANSPAC TAC and April TRANSPAC Board meetings were cancelled. With the cancelled meetings, the revised schedule is detailed below.

December 2019	Board Approve CFP Material
	Release CFP Material to Potential Applicants
January 24, 2020	Applications Due
February – April 2020	Application Review
May 2020	Board Review Draft Program
June 2020	Board Approve Final Program

Other Steps

Through the TRANSPAC discussion, items to further discuss regarding the Line 20A program were identified. In regards to the current pausing or redirecting of resources in previously funded Line 20A program, there is a need to collect information from the program sponsors

and formalize how the Line 20A funds are used related to the expectation of the TRANSPAC for the use of the funds. That information collection is underway. CCTA staff has indicated that the TRANSPAC Board has some options and flexibility to work with the program sponsors. There was also discussion about continuing to refine the Measure J Line 20A guidelines, including further identification for types of agencies, size and clients served that will be taken up in FY 2020/21.

r e f #	PROGRAM SAVINGS			
	TRANSPAC 20A Program 2018/2019 and 2019/2020 Cycle Program			
			APPROVED PROGRAMMING	SAVINGS IDENTIFIED
		Choice in Aging		
1		Mt. Diablo Mobilizer	\$ 90,000	\$ 45,000 -Strategically used a Caltrans grant in 19/20 to meet expenditure requirements -May require an amendment to 19/20 project scope
		City of Walnut Creek		
2		Walnut Creek Senior Mini Bus Program / Lyft / TNC component	\$ 118,500	\$ 45,000 -Minibus service was suspended and TNC usage declined during the shelter in place orders
		Golden Rain Foundation (Rossmoor)		
3		Green Line Service / Subsidized Ridesharing Program	\$ 262,200	\$ 15,000 -Fixed route service suspended and revised to demand response, TNC usage declined during the shelter in place orders -May require an amendment to 19/20 scope
		TOTALS	\$ 470,700	\$ 105,000

r e f #	PROPOSED DRAFT PROGRAM				
	TRANSPAC 20A Program				
	2020/2021 and 2021/2022 Cycle Program Applications				
	"POINT TO POINT SERVICE" or "SERVICE TO CENTRAL LOCATION"	Year 1 REQUEST	2020/2021 Programming	Rollover Programming	TOTAL PROPOSED FUNDING / DRAFT PROGRAM
	Center for Elder Independence (CEI)				
1	CEI Transportation Services for Central County	\$ -			
	Choice in Aging				
2	Mt. Diablo Mobilizer	\$ 40,000	\$ -	\$ 40,000	\$ 40,000
	Subtotal	\$ 40,000	\$ -	\$ 40,000	\$ 40,000
	"POINT TO POINT SERVICE" or "SERVICE TO CENTRAL LOCATION" Volunteer Driver based service				
	City of Walnut Creek				
3	Walnut Creek Senior Mini Bus Program	\$ 78,500	\$ 33,500	\$ 45,000	\$ 78,500
	Mobility Matters				
4	Rides for Seniors/ Rides for Veterans	\$ 137,570	\$ 137,570	\$ -	\$ 137,570
	City of Pleasant Hill				
5	Senior Van Service (Vehicle only)	\$ 55,000	\$ 55,000	\$ -	\$ 55,000
	Subtotal	\$ 271,070	\$ 226,070	\$ 45,000	\$ 271,070
	TAXI SCRIP/TNC PROGRAMS				
	City of Concord				
6	Get Around Taxi Scrip	\$ 21,200	\$ 21,200	\$ -	\$ 21,200
	Golden Rain Foundation (Rossmoor)				
7	Subsidized Ridesharing Program	\$ 10,000	\$ 10,000	\$ -	\$ 10,000
	City of Walnut Creek				
8	Lyft / TNC component	\$ 40,000	\$ 40,000	\$ -	\$ 40,000
	Subtotal	\$ 71,200	\$ 71,200	\$ -	\$ 71,200
	SHUTTLE SERVICE / FIXED ROUTE				
	CCCTA / County Connection				
9	Midday Free Ride Program for Bridge and RES Programs	\$ 40,000	\$ 40,000	\$ -	\$ 40,000
	Golden Rain Foundation (Rossmoor)				
10	Green Line Service	\$ 114,920	\$ 99,920	\$ 15,000	\$ 114,920
	Subtotal	\$ 154,920	\$ 139,920	\$ 15,000	\$ 154,920
	TOTALS	\$ 537,190	\$ 437,190	\$ 100,000	\$ 537,190

Projects Received: Measure J Line 20A Call for Projects

Project Name	Sponsor	Measure J Line 20A Request	
TIER 1			
Transportation Services for Concord PACE Center/Clinic	Center for Elders' Independence (CEI)	\$	135,774
Rides for Seniors / Rides for Veterans	Mobility Matters	\$	275,140
Senior Van Service - Van Purchase	City of Pleasant Hill	\$	55,000
Rossmoor Green Line & Subsidize Ridesharing Program	Golden Rain Foundation	\$	250,954
City of Walnut Creek Transportation Program for Seniors and Special Needs	City of Walnut Creek	\$	237,000
Mt. Diablo Mobilizer	Choice In Aging	\$	80,000
Midday Free Rides for MDUSD Bridge Program and RES Success	Central Contra Costa Transit Authority (CCCTA)	\$	80,000
Get Around Taxi Scrip Program	City of Concord Senior Center	\$	50,000
SUBTOTAL REQUESTED		\$	1,163,868
TIER 2			
Contra Costa ARC (dba VistAbility)	GMC-Concord Transportation Project	\$	91,978
SUBTOTAL REQUESTED		\$	91,978
TOTAL REQUESTED		\$	1,255,846
Withdrawn			
Commercial Shuttle and Wheelchair Vans (2) to support Dial a Bus and Paratransit Service	Golden Rain Foundation	\$	172,000

r e f #	SUMMARY OF FUNDING REQUEST BY OPERATING / CAPITAL CATEGORY		
	TRANSPAC 20A Program		
	2020/2021 and 2021/2022 Cycle Program Applications		
	"POINT TO POINT SERVICE" or "SERVICE TO CENTRAL LOCATION"		Operating Request Capital Request
	Center for Elder Independence (CEI)		
1	CEI Transportation Services for Central County		\$ 135,774
	Choice in Aging		
2	Mt. Diablo Mobilizer		\$ 80,000
	Subtotal		\$ 215,774 \$ -
	"POINT TO POINT SERVICE" or "SERVICE TO CENTRAL LOCATION"		
	Volunteer Driver based service		
	City of Walnut Creek		
3	Walnut Creek Senior Mini Bus Program		\$ 157,000
	Mobility Matters		
4	Rides for Seniors/ Rides for Veterans		\$ 275,140
	City of Pleasant Hill		
5	Senior Van Service (Vehicle only)		\$ 55,000
	Subtotal		\$ 432,140 \$ 55,000
	TAXI SCRIP/TNC PROGRAMS		
	City of Concord		
6	Get Around Taxi Scrip		\$ 50,000
	Golden Rain Foundation (Rossmoor)		
7	Subsidized Ridesharing Program		\$ 20,000
	City of Walnut Creek		
8	Lyft / TNC component		\$ 80,000
	Subtotal		\$ 150,000 \$ -
	SHUTTLE SERVICE / FIXED ROUTE		
	CCCTA / County Connection		
9	Midday Free Ride Program for Bridge and RES Programs		\$ 80,000
	Golden Rain Foundation (Rossmoor)		
10	Green Line Service		\$ 230,954
	Subtotal		\$ 310,954 \$ -
	TOTALS		\$ 1,108,868 \$ 55,000
			\$1,163,868

r e f #	SUMMARY OF FUNDING REQUEST BY YEAR OF PROGRAMMING REQUEST					
	TRANSPAC 20A Program					
	2020/2021 and 2021/2022 Cycle Program Applications					
	"POINT TO POINT SERVICE" or "SERVICE TO CENTRAL LOCATION"			Year 1	Year 2	Total Request
	Center for Elder Independence (CEI)					
1		CEI Transportation Services for Central County		\$ -	\$ 135,774	\$ 135,774
	Choice in Aging					
2		Mt. Diablo Mobilizer		\$ 40,000	\$ 40,000	\$ 80,000
		Subtotal		\$ 40,000	\$ 175,774	\$ 215,774
	"POINT TO POINT SERVICE" or "SERVICE TO CENTRAL LOCATION"					
	Volunteer Driver based service					
	City of Walnut Creek					
3		Walnut Creek Senior Mini Bus Program		\$ 78,500	\$ 78,500	\$ 157,000
	Mobility Matters					
4		Rides for Seniors/ Rides for Veterans		\$ 137,570	\$ 137,570	\$ 275,140
	City of Pleasant Hill					
5		Senior Van Service (Vehicle only)		\$ 55,000	\$ -	\$ 55,000
		Subtotal		\$ 271,070	\$ 216,070	\$ 487,140
	TAXI SCRIP/TNC PROGRAMS					
	City of Concord					
6		Get Around Taxi Scrip		\$ 21,200	\$ 28,800	\$ 50,000
	Golden Rain Foundation (Rossmoor)					
7		Subsidized Ridesharing Program		\$ 10,000	\$ 10,000	\$ 20,000
	City of Walnut Creek					
8		Lyft / TNC component		\$ 40,000	\$ 40,000	\$ 80,000
		Subtotal		\$ 71,200	\$ 78,800	\$ 150,000
	SHUTTLE SERVICE / FIXED ROUTE					
	CCCTA / County Connection					
9		Midday Free Ride Program for Bridge and RES Programs		\$ 40,000	\$ 40,000	\$ 80,000
	Golden Rain Foundation (Rossmoor)					
10		Green Line Service		\$ 114,920	\$ 116,034	\$ 230,954
		Subtotal		\$ 154,920	\$ 156,034	\$ 310,954
		TOTALS		\$ 537,190	\$ 626,678	\$ 1,163,868

OPTION B

Program 1 Year of Funds, Maintain Prior Programming Level For the Year
TRANSPAC Line 20A Program**FUND ESTIMATE**

(updated April 28, 2020)

<i>INITIAL ASSUMPTIONS</i> (based on December 2017 Fund Estimate)	
Cash Flow Reserve	\$ 500,000
Operations Programming Reserve	\$ 270,000
Capital Fund	\$ 300,000
<i>Subtotal</i>	<u>\$ 1,070,000</u>
<i>REVENUE ADJUSTMENTS</i>	
Adjustment for Actual Funding Received in FY 17/18	\$ 26,313
Adjustment for Actual Funding Received in FY 18/19 *	\$ 43,042
Adjustment for Proposed Funding for FY 19/20 *	\$ (37,500)
*Line 20a Funds over or under \$440,000 Received	
<i>Subtotal</i>	<u>\$ 31,855</u>
<i>PROGRAMMING ACTIONS</i>	
Concord - Monument Shuttle (approved July 2018)	\$ 250,000
Walnut Creek - Senior Mini Bus Program (approved November 2019)	\$ 40,000
<i>Subtotal</i>	<u>\$ 290,000</u>
<i>TOTAL</i>	<u>\$ 811,855</u>

<i>PROJECTED REVENUE</i>	
Carryover Balance	\$ 811,855
FY 2020/2021	\$ 382,500
FY 2021/2022	
** Prior projected revenue assumption was \$459,000 per year (\$918,000 for 2 years)	
<i>TOTAL</i>	<u>\$ 1,194,355</u>

<i>NEW PROGRAMMING</i>	
2020/2021 - PROPOSED New programming - 1 year of funds - maintain level	\$ 459,000
2021/2022 - PROPOSED New programming	
*** Currently assumed to program \$459,000 per year, or \$918,000 for 2 years	
<i>TOTAL</i>	<u>\$ 459,000</u>

<i>REVISED FUND ESTIMATE BALANCES - AFTER PROGRAMMING</i>	
Cash Flow Reserve	\$ 500,000
Operations/Capital Reserve	\$ 370,000
Reduction of Reserve ****	\$ (134,645)
<i>Subtotal ****</i>	<u>\$ 235,355</u>
**** Combination of: 1)variances from past revenue projections, 2)programming at a higher level than future fund projections	
***** Prior analysis indicated \$270,000 reduction of funds collected as a result of the 2008 economic downturn	
<i>TOTAL</i>	<u>\$ 735,355</u>

Measure J Line 20a Program - Fund Estimate

TRANSPAC has \$869,457 of unallocated Measure J line 20a funds projected through June 30, 2020, and another \$918,000 of funds projected to become available in the following two fiscal years, resulting in a total of \$1,787,457.

It is proposed to identify the following levels of funding for the use of the projected Measure J Line 20a funds projected through June 30, 2020.

- \$918,000 of funds available for programs / projects in FY 20/21 and FY 21/22
 - Represents 2 years of new revenue
 - About \$1,168,370 of programming, including \$878,000 approved for the prior two year program and \$290,000 of amendments.
 - Assuming Measure J revenue collections are not reduced, provides for a sustainable level of programming

For the remaining funds, it is proposed:

- \$500,000 for Cash Flow Reserve (represents about 110% of annual revenue)
 - Will provide “cash flow” balance to approve 2 year program cycles
 - May need to adjust in future years based on annual revenue level
 - Upon exhaustion of fund balances below, could still be used in certain circumstances to provide programming for unforeseen off cycle requests
- \$370,000 for Operations / Capital Reserve (represents about 40% of new two year programming capacity)
 - Could be used to provide funds for program operations or capital needs
 - In the event of an economic downturn, a level of about \$270,000 of funds represents the amount of the additional Contra Costa transportation sales tax revenue that would have been devoted to the Line 20a program, but was not collected, due to the economic downturn starting in FY 2007/2008
 - Over the life of the program, capital requests have received less than 5% of overall Line 20a programming
 - Upon exhaustion of the funds, will need to evaluate, including strategy to address an economic downturn.

Staff suggests re-evaluating these fund levels at the time funds are programmed from the reserves.

June 11, 2020

Approved at December 12, 2019 TRANSPAC Board Meeting

Measure J Line 20a Program - Fund Estimate

TRANSPAC has approximately \$811,855 of unallocated Measure J line 20a funds projected through June 30, 2020, and another \$382,500 of funds projected to become available in the following fiscal year, resulting in a total of \$1,194,355.

It is proposed to identify the following levels of funding for the use of the projected Measure J Line 20a funds projected through June 30, 2020.

- \$459,000 of funds available for programs / projects in FY 20/21
 - Represents 1 year of programming, with the amount based on an initial revenue projection, with the revised revenue projection, due to the COVID-19 / shelter in place orders reducing the level of new funding projected to be received by 15-20%. A combination of project cost savings and funding from reserves is proposed to be used for the FY 20/21 program.
 - About \$1,168,370 of programming, including \$878,000 approved for the prior two year program and \$290,000 of amendments.
 - Assuming use of Measure J Line 20A reserves to maintain the program level in FY 20/21.
 - Assuming the use of about \$438,000 of new programming for the FY 20/21 program.

For the remaining funds, it is proposed:

- \$500,000 for Cash Flow Reserve (represents about 110% of FY 18/19 annual revenue)
 - Will provide “cash flow” balance to approve 2 year program cycles
 - May need to adjust in future years based on annual revenue level
 - Upon exhaustion of fund balances below, could still be used in certain circumstances to provide programming for unforeseen off cycle requests
- \$251,000 for Operations / Capital Reserve
 - Could be used to provide funds for program operations or capital needs
 - In the event of an economic downturn, a level of about \$270,000 of funds represents the amount of the additional Contra Costa transportation sales tax revenue that would have been devoted to the Line 20a program, but was not collected, due to the economic downturn starting in FY 2007/2008
 - Upon exhaustion of the funds, will need to evaluate, including strategy to address an further economic downturn impacts.

Staff suggests re-evaluating these fund levels at the time funds are programmed from the reserves.

TRANSPAC 20A Program Summary of the 2020/2021 and 2021/2022 Cycle Program Applications		
VOLUNTEER DRIVER PROGRAMS		
City of Pleasant Hill		
	Senior Van Service (Vehicle only)	The City of Pleasant Hill Senior Van Service provides affordable, safe, reliable, and accessible door-to-door transportation for Pleasant Hill residents aged 55 and older, including seniors with limited mobility, in and around Pleasant Hill. The Senior Van Service is run by a volunteer coordinator, who hires and manages the service's volunteer dispatchers and volunteer drivers. The current vehicle is a 2012 lift van with 61,376 miles. A fare of \$1.50 is required.
TAXI SCRIP/TNC PROGRAMS		
City of Concord		
	Get Around Taxi Scrip	<p>The Get Around Taxi Scrip Program is a flexible, curb to curb, same day transportation option that allows Concord seniors to get taxi service at an affordable rate to neighboring cities, 24-hour access, 7 days a week. This service will allow seniors continue to be engaged with the community, get to medical and dental appointments, senior center, bank, shopping, church, hair appointments etc.</p> <p>Concord residents that are 65+ can are eligible to purchase up to 2 books for \$30, worth \$60 in rides at the senior center. The city has an agreement with DeSoto Cab Company to provide the taxi service that covers Clayton, Concord, Martinez, Pleasant Hill and Walnut Creek. The subsidy is proposed to increase to 75% in the second year of the program.</p>
POINT TO POINT SERVICE / SERVICE TO CENTRAL LOCATION		
Center for Elder Independence (CEI)		
	CEI Transportation Services for Central County	The Center for Elders' Independence (CEI) operates PACE, a long-term care alternative to nursing home residence for frail, low-income adults age 55 and over. The participants meet Medi-Cal income and health status criteria for nursing home admission but choose to remain at home or in the community to "age in place". CEI currently operates five centers in Alameda and Western Contra Costa County, and will open a PACE center/clinic in downtown Concord, CA in late 2020. This program is to provide wheelchair-accessible/lift-equipped "through-the-door" paratransit for frail, low-income senior participants to and from CEI's Concord PACE Center/clinic, other needed medical specialty appointments, and CEI-sponsored recreational and other outings.
SHUTTLE SERVICE (FIXED ROUTE)		
Golden Rain Foundation (Rossmoor)		
	Green Line Service	The Rossmoor Green Line bus provides hourly service Monday-Friday between 9:50am - 5:35pm to the greater Walnut Creek area, with a total of eight trips each weekday. The Green Line is a fixed route serving the senior population of Rossmoor. The Bus is equipped with a wheelchair lift allowing for mobility devices to use the route. The bus can hold eighteen seated passenger and two mobility devices.
TAXI SCRIP/TNC PROGRAMS		
Golden Rain Foundation (Rossmoor)		
	Subsidized Ridesharing Program	This Rossmoor program provides a transportation options for residents to receive a \$10.00 per ride subsidy (800 to 1800 hours) and a \$15.00 per ride (from 1800 to 2400), with a maximum of \$20.00 per day. The resident pays any additional cost after the subsidy is applied. The subsidized ride share program utilizes the Uber and Lyft systems. Seniors can access transportation outside the normal operating hours of the Rossmoor transit services and they can reach destinations outside the normal service area of the Rossmoor service. The service is contracted through GoGoGrandparents to provide the subsidized ride share service.

SHUTTLE SERVICE (FIXED ROUTE)		
	City of Walnut Creek	
	Walnut Creek Senior Mini Bus Program	<p>The City of Walnut Creek Transportation Program provided door-to-door transportation for members of the Walnut Creek Seniors Club and participant with developmental disabilities. Rides are given anywhere within the City of Walnut Creek and the Rehabilitation Center in Pleasant Hill. Most common destinations are medical appointments, shopping center and to the Civic Park Community Center, which serves as the senior center for Walnut Creek.</p> <p>The current program utilizes a Chevy Bolt operated by volunteer drivers to transport seniors on weekdays throughout the year. During the summer, on evenings and weekends, a 15-passenger van is used to transport program participants with developmental disabilities. This bus is operated by a staff member with a Class B driver license.</p>
TAXI SCRIP/TNC PROGRAMS		
	City of Walnut Creek	
	Lyft / TNC component	The Minibus services is augmented by the expanded Lyft pilot program which allows for overflow rides (once the Minibus is full) during currently Minibus operating hours and for rides during evenings and on the weekend.
SHUTTLE SERVICE (FIXED ROUTE)		
	CCCTA / County Connection	
	Midday Free Ride Program for Bridge and RES Programs	This program would allow participants of the Mt. Diablo Unified School District's Bridge Program and RES Success to ride County Connection's fixed-route transit services for free between 10 AM and 2 PM on weekdays. These two programs provide individuals with the knowledge and skills they need in order to make a successful transition to an independent, adult life. A key part of this is learning how to navigate and use public transit, which also helps to reduce dependency on paratransit services. The program is limited to off-peak hours when capacity is available on existing fixed-route services, so no additional transit service would be provided as part of this program.
POINT TO POINT SERVICE / SERVICE TO CENTRAL LOCATION		
	Choice in Aging	
	Mt. Diablo Mobilizer	<p>Choice in Aging's mission is to create opportunities where people can learn, grow, and age independently with dignity and community. Choice in Aging (CiA) started in 1949 as a rehabilitation facility for children with polio. When polio was eradicated, CiA's services changed. Today CiA serves more than 600 people with disabilities, multiple health conditions, and Alzheimer's disease.</p> <p>The Mt. Diablo Mobilizer offers door-through-door transportation to frail, low-income adults and adults with disabilities. The service uses CiA's bus (a wheelchair accessible vehicle) to transport participants to and from our adult day health care program in Pleasant Hill. Mid-day, the Mt. Diablo Mobilizer provides a shopping shuttle to low-income seniors at two senior housing facilities in Concord.</p>
VOLUNTEER DRIVER PROGRAMS / MOBILITY MANAGEMENT PROGRAM		
	Mobility Matters	
	Rides for Seniors/ Rides for Veterans	Mobility Matters is a nonprofit organization that provides mobility management services throughout Contra Costa County by matching riders to transportation providers that meet their individual needs. In addition, we operate the only countywide volunteer driver programs that provide free, one-on-one, door-through-door rides for seniors and disabled veterans, including their service dogs, who cannot access other forms of transportation. The primary purposes of the rides we provide are for outpatient medically necessary care, dental care, psychiatric care, same day surgery, and shopping for basic necessities, like groceries. Clients may request rides for other purposes, but these can only be filled if all the priority rides are covered. Age 60 or older or disable veterans are eligible. In September 2019, Caring Hands closed its doors, and Mobility Matters was asked by John Muir to train and enroll the volunteer drivers from their Senior Rides Program and assess their clients for eligibility for one of our two volunteer driver programs.

SUMMARY OF PROJECT / PROGRAM SERVICE ATTRIBUTES TRANSPAC 20A Program 2020/2021 and 2021/2022 Cycle Program Applications																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																											
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SUMMARY OF PROJECT / PROGRAM USERS AND TRIPS														
TRANSPAC 20A Program														
Summary of the 2020/2021 and 2021/2022 Cycle Program Applications														
			INDIVIDUAL USERS				TRIPS				BUDGET INFO			
			Prior Period		Projected for App. Period		Prior Period	Projected for App. Period			Projected for App. Period			
			Last Actual TOTAL Number of Individual Users	Last Actual TRANSPAC Number of Individual Users	Number of Individual Users (TRANSPAC and Beyond)	Number of Individual Users (TRANSPAC Subregion)	Last Actual TOTAL TRIPS (TRANSPAC and Beyond)	Trips Provided (TRANSPAC and Beyond)	Trips Provided (TRANSPAC Subregion)	Estimate of ADA Eligible Trips	Estimate of Shared Trips	Annual Agency Budget	Annual TOTAL Transporation Program Cost	Annual TRANSPAC Transporation Program Cost
ref #			1	2	3	4	5	6	7	8	9	10	11	12
		City of Pleasant Hill												
1		Senior Van Program (Vehicle Purchase)	485	485	490	490	1,662	1,954	1,954		1%	\$ 30,600,000	\$ 3,058	\$ 3,058
		City of Concord												
2		Get Around Taxi Scrip	65	65	100	100	NA	2,000	2,000		0%	\$ 1,025,000	\$ 32,700	\$ 32,700
		Center for Elder Independence												
3		CEI Transportation Services for Central County	NA	NA	100	100	NA	10,000	10,000	100%	90%	\$ 82,473,000	\$ 543,000	\$ 135,774
		Golden Rain Foundation (Rossmoor)												
4		Green Line	3503	3503	4,000	4000	16,304	20,400	20,400	4%	100%		\$ 153,650	\$ 115,500
5		Subsidized Ridesharing Program					123 (Partial year)	576	576		0%		\$ 10,000	\$ 10,000
												\$ 18,107,000	\$ 1,104,000	\$ 125,500
		City of Walnut Creek												
6		Senior Mini Bus Program	320	320	400	400	3,872	5,420	5,420		20%			\$ 78,500
7		TNC / Lyft Program	242	242	400	400	3,188	4,463	4,463		20%			\$ 40,000
												\$ 1,989,000	\$ 141,500	\$ 118,500
		CCCTA / County Connection												
8		Midday Free Ride Program for Bridge and RES Programs	326	326	408	408	14,253	36,000	36,000	90%	100%	\$ 42,264,000	\$ 42,264,000	\$ 40,000
		Choice in Aging												
9		Mt. Diablo Mobilizer	104	104	108	108	5,517	5,525	5,525	50%	100%	\$ 1,634,000	\$ 80,000	\$ 40,000
		Mobility Matters												
10		Rides for Seniors/ Rides for Veterans	528	270	600	300	6,100	8,000	4,000	90%	0%	\$ 600,000	\$ 275,000	\$ 137,570

SUMMARY OF PROJECT / PROGRAM COSTS (for application period) TRANSPAC 20A Program Summary of the 2020/2021 and 2021/2022 Cycle Program Applications														
			Annual Transportation Program Cost (TRANSPAC and Beyond)	Annual Transportation Program Cost (TRANSPAC Subregion)	Annual Measure J Cost of Transportation Service		2 Year Measure J Operating Request	Trips Provided (TRANSPAC and Beyond)	Trips Provided (TRANSPAC Subregion)	Est. Vehicle Service Hours	Hours Per Trip (Average)	Total \$'s Per Trip	Measure J \$'s Per Trip	Total \$'s per Vehicle Service Hour
ref #			1	2	3	4	5	6	7	8	9	10	11	12
	POINT TO POINT SERVICE / SERVICE TO CENTRAL LOCATION													
	Center for Elder Independence													
1		CEI Transportation Services for Central County (funding for FY 21/22)	\$ 543,091	\$ 543,091	\$ 135,774	25%	\$ 135,774	10,000	10,000	1,764	0.18	\$ 54.31	\$ 13.58	\$ 307.87
	Choice in Aging													
2		Mt. Diablo Mobilizer	\$ 90,000	\$ 90,000	\$ 40,000	44%	\$ 80,000	5,525	5,525	1550	0.28	\$ 16.29	\$ 7.24	\$ 58.06
	POINT TO POINT SERVICE / SERVICE TO CENTRAL LOCATION - Volunteer Driver based service													
	City of Walnut Creek													
3		Walnut Creek Senior Mini Bus Program	\$ 101,500	\$ 101,500	\$ 78,500	77%	\$ 157,000	5,420	5,420	1,680	0.31	\$ 18.73	\$ 14.48	\$ 60.42
	Mobility Matters													
4		Rides for Seniors/ Rides for Veterans	\$ 275,140	\$ 137,570	\$ 137,570	100%	\$ 275,140	8,000	4,000			\$ 34.39	\$ 34.39	
	City of Pleasant Hill													
5		Senior Van Program (Vehicle Purchase)	\$ 3,058	\$ 3,058	\$ -	0%	\$ -	1,954	1,954	651	0.33	\$ 1.56	\$ -	\$ 4.70
	TAXI SCRIP/TNC PROGRAMS													
	City of Concord													
6		Get Around Taxi Scrip (yr 1)	\$ 32,700	\$ 32,700	\$ 21,200	65%		2,000	2,000			\$ 16.35	\$ 10.60	
7		Get Around Taxi Scrip (yr 2)	\$ 42,800	\$ 42,800	\$ 28,800	67%		2,300	2,300			\$ 18.61	\$ 12.52	
8		Get Around Taxi Scrip (2 yr program)	\$ 75,500	\$ 75,500	\$ 50,000	66%	\$ 50,000	4,300	4,300			\$ 17.56	\$ 11.63	
	Golden Rain Foundation (Rossmoor)													
9		Subsidized Ridesharing Program	\$ 10,000	\$ 10,000	\$ 10,000	100%	\$ 20,000	576	576			\$ 17.36	\$ 17.36	
	City of Walnut Creek													
10		TNC / Lyft Program	\$ 40,000	\$ 40,000	\$ 40,000	100%	\$ 80,000	4,463	4,463			\$ 8.96	\$ 8.96	
	SHUTTLE SERVICE (FIXED ROUTE)													
	CCCTA / County Connection													
11		Midday Free Ride Program for Bridge and RES Programs	\$ 40,000	\$ 40,000	\$ 40,000	100%	\$ 80,000	36,000	36,000			\$ 1.11	\$ 1.11	
	Golden Rain Foundation (Rossmoor)													
12		Green Line	\$ 153,650	\$ 153,650	\$ 115,500	75%	\$ 230,954	20,400	20,400	2,465	0.12	\$ 7.53	\$ 5.66	\$ 62.33
										CCCTA Link Service		\$45.38		\$ 79.13

SUMMARY OF PROJECT / PROGRAM USERS AND TRIPS Actual / Projected TRANSPAC 20A Program Summary of the 2020/2021 and 2021/2022 Cycle Program Applications															
		Number of Individual Users (TRANSPAC and Beyond)			Number of Individual Users (TRANSPAC Subregion)			TOTAL TRIPS PROVIDED (TRANSPAC and Beyond)				TRIPS PROVIDED (TRANSPAC Subregion)			
		2018 App	Prog. Rep	2020 App	2018 App	Prog. Rep	2020 App	2018 App	2018 App	Prog. Rep	2020 App	2018 App	2018 App	Prog. Rep	2020 App
		18/19 Projected	18/19 Actuals	2020 App Projected	18/19 Projected	18/19 Actuals	2020 App Projected	Prior Period	18/19 Projected	18/19 Actuals	2020 App Projected	Prior Period	18/19 Projected	18/19 Actuals	2020 App Projected
Golden Rain Foundation (Rossmoor)															
	Green Line				110	1,858	4,000					17,509	20,000	18,587	20,400
City of Walnut Creek															
	Senior Mini Bus Program				395	320	400					4,616	5,400	3,872	5,420
	TNC / Lyft Program					242	400						780	3,188	4,463
Choice in Aging															
	Mt. Diablo Mobilizer *				62	54	108					5,919	6,000	5,517	5,525
Mobility Matters															
	Rides for Seniors/ Rides for Veterans	300	490	600	150	240	300	3,179	4,200	5,494	8,000	1,446	1,890	2,532	4,000
	* 2020 App information also includes individual users of the mid day service for grocery shopping														

2020-2021 and 2021-2022

Call for Projects

TRANSPAC Measure J Line 20a Funds

Additional Transportation Services for Seniors and People with Disabilities

1. **TRANSPAC, the Regional Transportation Planning Committee for Central Contra Costa** is issuing a Call for Projects for Measure J Line 20a funds "*Additional Transportation Services for Seniors & People with Disabilities*" funded through the Measure J Transportation Sales Tax Expenditure Plan approved by Contra Costa voters (in 2004) for the two year period of FY 2020-2021 and 2021-2022.
2. **Funds will generally be used** in support of transportation services and related capital expenditures for seniors and people with disabilities provided by TRANSPAC jurisdictions and public and private non-profit agencies operating in the TRANSPAC area (map attached). Funds must be spent in a manner consistent with the Contra Costa Transportation Authority's Measure J Program 15 *Transportation for Seniors & People With Disabilities*¹. Examples of eligible expenditures include but are not necessarily limited to: vehicle purchase/lease/maintenance, mobility management activities, travel training, facilitation of countywide travel and integration with other public transit.
3. **According to Measure J**, in years when revenues have declined from the previous year, funds may be used for supplemental, existing, additional or modified service for seniors and people with disabilities; in years where funding allows for growth in service levels, these funds would be used for service enhancements for seniors and people with disabilities and if funding levels are restored to 2008 levels, these funds shall be used to enhance services for seniors and people with disabilities. TRANSPAC will determine if the use of funds proposed by operators meets these guidelines for the allocation of these funds.
4. **Eligible Applicants**: TRANSPAC jurisdictions, public non-profit and private non-profit transportation service agencies, duly designated by the State of California and operating in TRANSPAC area in Central Contra Costa may submit application(s) for operating funds for transportation services and/or capital funding projects necessary to continue and/or support existing services for twenty-four (24) months. Transportation services and projects must directly benefit seniors and disabled residents of Central Contra Costa (Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek, and Unincorporated Central Contra Costa County). Please see attached map.

¹ Full program description is available in the Measure J Sales Tax Expenditure Plan:
<https://ccta.net/wp-content/uploads/2018/10/5297b121d5964.pdf>

5. **Funding Available:** The total funding available for this two-year grant/project period is estimated to be \$918,000 (\$459,000 annually).
6. **Evaluation Criteria:** Applications will be evaluated on the following criteria which should be addressed in the grant application:
 - Proposed service fills an identified gap in transportation/transit network.
 - Proposed service complements the transportation services provided by the County Connection LINK Americans with Disabilities Act paratransit service.
 - Does the proposal include any service coordination efforts with other accessible or fixed route transit operations, use of mobility management services, etc.
 - The costs of operations relative to the cost of the LINK Paratransit service
 - \$79.13 per revenue hour (FY 2018/2019)
 - \$45.38 per passenger (FY 2018/2019)
 - Is the service currently being funded by the 20a program
 - Demonstration of the capacity, commitment and funding strategy to continue service beyond the grant period.
 - Though matching funds are not required, providing matching funding and leveraging other fund sources will be viewed favorably.
 - Equity analysis of the transportation services provided in the TRANSPAC Subregion
 - Specific services may be evaluated based on prior pilot program information (such as transportation network company (TNC) service)
7. **Applications:** Applicants are required to complete the attached application form and may attach additional information in support of the application. The TRANSPAC Board will request application review and a program recommendation from TRANSPAC TAC. The TRANSPAC Board will make funding recommendations to CCTA and request allocation action(s).
 - a. Applications should be mailed, hand delivered, or emailed (preferred, pdf format), to:
Matt Todd, Managing Director
1211 Newell Avenue, Suite 200
Walnut Creek, CA 94596
matt@graybowenscott.com
 - b. **Applications must be received by 3:00 pm on Friday, January 24, 2020.**
 - c. An electronic copy of the application is available by email. Please contact Matt Todd, Managing Director, at matt@graybowenscott.com for the electronic version.
 - d. Faxed applications and late applications will not be accepted.

8. **Contra Costa Transportation Authority Allocation Process:** Successful applicants will be required to execute a Cooperative Funding Agreement with the CCTA and comply with all of its requirements, including, but not limited to, audits, compliance with the Measure J Expenditure Plan as it pertains to the project, insurance (see attachment Sample Contra Costa Transportation Authority Grant Insurance Requirements on page 15 of the Call for Projects package) , indemnification, and reporting. Pursuant to CCTA policies and procedures established in the Cooperative Funding Agreement referenced above, project sponsors will be reimbursed for eligible, documented expenses pursuant to the approved program/project budget and scope, schedule and/or project description.
9. **Reports to TRANSPAC and the Contra Costa Transportation Authority:** First and second year grantees will be required to report on a quarterly basis to TRANSPAC and/or the Contra Costa Transportation Authority on the transportation services and related capital projects funded through this Call for Projects. For grantees with two years of 20a grant funding history, the reporting requirement is annual contingent upon no issues identified by TRANSPAC or CCTA.

15 *Transportation for Seniors & People With Disabilities*..... 5% (\$100 million)

Transportation for Seniors & People With Disabilities or “Paratransit” services can be broadly divided into two categories: (1) services required to be provided by transit operators under the Americans with Disabilities Act (ADA) to people with disabilities; and (2) services not required by law but desired by community interests, either for those with disabilities beyond the requirements of the ADA (for example, extra hours of service or greater geographic coverage), or for non-ADA seniors.

All current recipients of Measure C funds will continue to receive their FY 2008–09 share of the “base” Measure C allocation to continue existing programs if desired, subject to Authority confirmation that services are consistent with the relevant policies and procedures adopted by the Authority. Revenue growth above the base allocations will be utilized to expand paratransit services and providers eligible to receive these funds.

Paratransit funding will be increased from the current 2.97% to 3.5% of annual sales tax revenues for the first year of the new program, FY 2009–10. Thereafter, the percentage of annual sales tax revenues will increase by 0.10 % each year, to 5.9% in 2034 (based on a 25-year program). In 2003 dollars, this averages to 4.7% over the life of the program, which has been rounded to 5% to provide some flexibility and an opportunity to maintain a small reserve to offset the potential impact of economic cycles. The distribution of funding will be as follows:

- West County paratransit program allocations will start at 1.225% of annual sales tax revenues in FY 2009–10, and grow by 0.035% of annual revenues each year thereafter to 2.065% of annual revenues in FY 2033–34. (An additional increment of 0.65% of annual revenues is available for West County under its subregional program category.) In addition to the current providers, paratransit service provided by AC Transit and BART (East Bay Paratransit Consortium) in West County is an eligible recipient of program funds.
- Central County paratransit program allocations will start at 0.875% of annual sales tax revenues in FY 2009–10 and grow by 0.025% of annual revenues each year thereafter to 1.475% of annual revenues in FY 2033–34. (An additional increment of 0.5% of annual revenues is available for Central County under its subregional program category.)
- Southwest County paratransit program allocations will start at 0.595% of annual sales tax revenues in FY 2009–10 and grow by 0.017% of annual revenues each year thereafter to 1.003% of annual revenues in FY 2033–34.

MEASURE J TRANSPORTATION SALES TAX EXPENDITURE PLAN

- East County paratransit program allocations will start at 0.805% of annual sales tax revenues, and increase by 0.023% of annual revenues thereafter to 1.357% of annual revenues in FY 2033–34.

Transportation for Seniors & People with Disabilities funds shall be available for (a) managing the program, (b) retention of a mobility manager, (c) coordination with non-profit services, (d) establishment and/or maintenance of a comprehensive paratransit technology implementation plan, and (e) facilitation of countywide travel and integration with fixed route and BART specifically, as deemed feasible.

Additional funding to address non-ADA services, or increased demand beyond that anticipated, can be drawn from the “Subregional Transportation Needs Funds” category, based on the recommendations of individual subregions and a demonstration of the financial viability and stability of the programs proposed by prospective operator(s).

16 Express Bus..... 4.3% (\$86 million)

Provide express bus service and Bus Rapid Transit (BRT) service to transport commuters to and from residential areas, park & ride lots, BART stations/transit centers and key employment centers. Funds may be used for bus purchases, service operations and/or construction/management/operation of park & ride lots and other bus transit facilities. Reserves shall be accumulated for periodic replacement of vehicles consistent with standard replacement policies.

17 Commute Alternatives..... 1% (\$20 million)

This program will provide and promote alternatives to commuting in single occupant vehicles, including carpools, vanpools and transit.

Eligible types of projects may include but are not limited to: parking facilities, carpooling, vanpooling, transit, bicycle and pedestrian facilities (including sidewalks, lockers, racks, etc.), Guaranteed Ride Home, congestion mitigation programs, SchoolPool, and clean fuel vehicle projects. Program and project recommendations shall be made by each subregion for consideration and funding by the Authority.

18 Congestion Management, Transportation Planning, Facilities and Services..... 3% (\$60 million)

Implementation of the Authority’s GMP and countywide transportation planning program; the estimated incremental costs of performing the Congestion Management Agency (CMA) function currently billed to local jurisdictions; costs for programming federal and state funds; project monitoring; and the facilities and services needed to support the Authority and CMA functions.

Subregional Projects and Programs

The objective of the Subregional Projects and Programs category is to recognize the diversity of the county by allowing each subregion to propose projects and programs critical to addressing its local transportation needs. There are four subregions within Contra Costa: Central, West, Southwest and East County, each represented by a Regional Transportation Planning Committee (RTPC). Central County (the TRANSPAC subregion) includes Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek and the unincorporated portions of Central County. West County (the WCCTAC subregion) includes El Cerrito, Hercules, Pinole, Richmond, San Pablo and the unincorporated portions of West County. Southwest County (the SWAT subregion) includes Danville, Lafayette, Moraga, Orinda, San Ramon and the unincorporated portions of Southwest County. East County (the TRANSPLAN subregion) includes Antioch, Brentwood, Oakley, Pittsburg and the unincorporated portions of East County.

Each subregion has identified specific projects and programs which include: school bus programs, safe routes to school activities, pedestrian and bicycle facilities, incremental transit services over the base program, incremental transportation services for seniors and people with disabilities over the base program, incremental local street and roads maintenance using the population and road-miles formula, major streets traffic flow, safety, and capacity improvements, and ferry services.

With respect to the Additional Bus Service Enhancements and Additional Transportation Services for Seniors and People with Disabilities Programs, the Authority will allocate funds on an annual basis. The relevant RTPC, in cooperation with the Authority, will establish subregional guidelines so that the additional revenues will fund additional service in Contra Costa. The guidelines may require reporting requirements and provisions such as maintenance of effort, operational efficiencies including greater coordination promoting and developing a seamless service, a specified minimum allowable farebox return on sales tax extension funded services, and reserves for capital replacement, etc. The relevant RTPC will determine if the operators meet the guidelines for allocation of the funds.

For an allocation to be made by the Authority for a subregional project and program, it must be included in the Authority's Strategic Plan.

CENTRAL COUNTY (TRANSPAC)

19a Additional Bus Service Enhancements..... 1.2% (\$24 million)

Funds will be used to enhance bus service in Central County, with services to be jointly identified by TRANSPAC and County Connection.

In years when revenues have declined from the previous year, funds may be used for enhanced, existing, additional and/or modified bus service; in years when funding allows for growth in service levels, these funds would be used

MEASURE J TRANSPORTATION SALES TAX EXPENDITURE PLAN

for bus service enhancements; and if County Connection's funding levels are restored to 2008 levels, these funds shall be used to enhance bus service. TRANSPAC will determine if the use of funds by County Connection or other operators meets these guidelines for the allocation of these funds.

20a Additional Transportation Services for Seniors and People & Disabilities..... 0.5% (\$10 million)

Funds will be used to supplement the services provided by the countywide transportation program for seniors & people with disabilities and may include provision of transit services to programs and activities. Funds shall be allocated annually as a percentage of total sales tax revenues, and are in addition to funds provided under the base program as described above.

In years when revenues have declined from the previous year, funds may be used for supplemental, existing, additional or modified service for seniors and people with disabilities; in years where funding allows for growth in service levels, these funds would be used for service enhancements for seniors and people with disabilities; and if funding levels are restored to 2008 levels, these funds shall be used to enhance services for seniors and people with disabilities. TRANSPAC will determine if the use of funds proposed by operators meets these guidelines for the allocation of these funds.

21a Safe Transportation for Children..... 0.5% (\$10 million)

TRANSPAC will identify specific projects which may include the SchoolPool and Transit Incentive Programs, pedestrian and bicycle facilities, sidewalk construction and signage, and other projects and activities to provide transportation to schools.

23a Additional Local Streets Maintenance and Improvements..... 1% (\$20 million)

These funds will be used to supplement the annual allocation of the 18% "Local Streets Maintenance & Improvements" program funds for jurisdictions in Central County. Allocations will be made to jurisdictions in TRANSPAC on an annual basis in June of each fiscal year for that ending fiscal year, without regard to compliance with the GMP. Each Jurisdiction shall receive an allocation using a formula of 50% based on population and 50% based on road miles.

24a Major Streets: Traffic Flow, Safety and Capacity Improvements..... 2.4% (\$48 million)

Improvements to major thoroughfares including but not limited to installation of bike facilities, traffic signals, widening, traffic calming and pedestrian safety improvements, shoulders, sidewalks, curbs and gutters, bus transit facility enhancements such as bus turnouts and passenger amenities, etc.

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TRANSPAC Board Meeting *STAFF REPORT*

Meeting Date: June 11, 2020

Subject:	TRANSPAC DRAFT WORK PLAN AND BUDGET FOR FISCAL YEAR 2020/2021
Summary of Issues	The TRANSPAC Joint Exercise of Power Agreement (JPA) specifies that TRANSPAC shall adopt a budget. The TRANSPAC budget projects the costs associated with TRANSPAC operations and the level of funds required, including member contributions, to be included in the TRANSPAC FY 2020/2021 Budget. The method to determine the proportional amount each agency would be required to pay of any member contribution is based on the formula specified in the TRANSPAC JPA.
Recommendations	Approve the workplan and budget for FY 2020/2021 and the GBS contract amendment for FY 2020/2021 (consistent with the budget assumptions).
Financial Implications	Based upon the approved budget, each member agency will be requested to contribute funds to support the TRANSPAC operations for FY 2020/21.
Options	Options include: <ul style="list-style-type: none">• Direct staff to modify the workplan or budget
Attachment(s)	A. TRANSPAC Draft FY 2020 / 2021 Work Plan B. TRANSPAC Draft FY 2020 / 2021 Budget C. TRANSPAC FY 2019/2020 Budget D. GBS Contract Amendment #7 for FY 2020/2021

Background

The TRANSPAC Bylaws specify the Board shall appoint a Managing Director to administer the day-to-day activities of TRANSPAC and report to the Board, and that TRANSPAC shall adopt a budget that includes operational expenses and the proportional amount each agency will be required to pay.

Work Plan

TRANSPAC considers the annual work plan in conjunction with review of an annual budget. The workplan priority tasks are intended to be evaluated on a regular basis to allow for the affirmation or revision of priorities. The work plan is based on the recent discussion and

identified priorities, as well as some items that TRANSPAC would perform in any event (i.e. Measure J Line 20a programming cycle). In spring 2019, TRANSPAC initiated the annual process to review the work plan /budget /contracts for the upcoming year. Through that discussion, it was decided to devote additional time to review the work that TRANSPAC has been focusing on, and how the Board wanted to proceed into the future. TRANSPAC conducted a series of meetings through the summer to focus on Strategic Planning for TRANSPAC, including defining priority issues for TRANSPAC and actions to move forward on the priorities, with that effort concluded in fall 2019. The Draft Work Plan is based on the results of that previous discussion. Many items have been impacted by the shelter in place orders. Included in the attached material is a proposed FY 2020/2021 work plan.

FY 2020/2021 TRANSPAC Budget

The FY 2020/2021 budget is similar to the previous year. The Managing Director / Administration Support Contract is the largest annual expense. The Project Reserve funds that support the I-680 / Monument Blvd. Bicycle and Pedestrian Improvement Feasibility study are from previously collected funds and do not impact the annual contribution request level. TRANSPAC has a multiyear contract for audit services that define our costs through FY 2022/23 and also continues to honor the commitment made to support the maintenance of the City of Martinez Pacheco Transit Hub/Park and Ride lot.

Managing Director and Clerk of the Board

Gray Bowen Scott (GBS) was selected to perform the Managing Director duties in late 2016, through a procurement process, with options for TRANSPAC to extend the contract on an annual basis. TRANSPAC has a contract with GBS for Managing Director and Secretary/Clerk services with the term through June 30, 2020 with an option to extend the term on an annual basis. GBS has been providing Managing Director services to support TRANSPAC since December 2016, and the added Secretary / Clerk services component since November 2019, providing services on a time and materials basis. GBS is proposing the same staff, Matt Todd performing the Managing Director duties and Tiffany Gephart performing the Secretary / Clerk services. GBS is proposing to maintain the contract at the same level of \$230,000 as the FY 2019/2020 contract. A draft contract amendment extending the term and adding the required budget is included in the attached material that is consistent with the budget assumptions.

The annual contribution request level for the last two years has been \$225,000. Following discussion of the draft budget material at the May TRANSPAC Board meeting, the budget proposal includes adjustments, including maintaining the level of contingency funds (from FY 2019/20) and a reduction in the level of member contributions to \$210,000.

The formula to distribute the member contributions among the six TRANSPAC local agencies is specified in the TRANSPAC JPA, and includes:

- Part A - 50% of the contribution level evenly split among the six local agencies, and

- Part B - 50% split by the Measure J return to source distribution levels. The Measure J return source formula is based on a combination of a jurisdiction's population and road miles.

The detail of the member contribution breakdown is included in the attached draft budget material as well as the following table.

JURISDICTION	Measure J Information		TRANSPAC MEMBER CONTRIBUTION		
	RTS Allocation	RTS %	Part A Equally distributed	Part B Based on RTS Allocation	Total Budget Contribution
Clayton	\$ 264,543	5.52%	\$ 17,500	\$ 5,792	\$ 23,292
Concord	\$1,670,146	34.82%	\$ 17,500	\$ 36,564	\$ 54,064
Martinez	\$ 589,756	12.30%	\$ 17,500	\$ 12,911	\$ 30,411
Pleasant Hill	\$ 604,128	12.60%	\$ 17,500	\$ 13,226	\$ 30,726
Walnut Creek	\$ 994,069	20.73%	\$ 17,500	\$ 21,763	\$ 39,263
Contra Costa County	\$ 673,515	14.04%	\$ 17,500	\$ 14,745	\$ 32,245
TOTAL	\$4,796,157		\$105,000	\$105,000	\$210,000

Notes

Return to Source (RTS)

Contra Costa County component based on Central County portion of the agency

The approved FY 2019/2020 budget is also included as an attachment for your information. The TRANSPAC Board is requested to approve the workplan and budget for FY 2020/2021 and the GBS contract amendment for FY 2020/2021 (consistent with the budget assumptions).

TRANSPAC

DRAFT 2020 / 2021 WORK PLAN

Strategic Planning Discussion Identified Work

- Corridors
 - Identify regionally significant priorities through a CIP process
 - Identify actions for short, medium and long term, and review of potential funding sources
- Schools
 - Identify regionally significant priorities through a CIP process
 - Include review of potential funding sources
- Regional Coordination
 - Facilitate and coordinate with partner agencies to review and discuss items of interest, with agencies including:
 - School District(s)
 - TRANSPLAN
 - SWAT
- Review priority tasks annually to affirm or revise

Ongoing / Existing Tasks

- Measure J Line 20A
 - FY 2021/2022 programming
 - Impacts of COVID-19 on program
- 680/Monument Bike/Pedestrian Improvements Feasibility Study
 - Initiated in FY 2018/2019 and ongoing into FY 2020/21
- General Programming Tasks
 - Measure J
 - Line 10 (BART Parking, Access, and Other Improvements)
 - Line 19a (Additional Bus Service Enhancements)
 - Line 20a (Additional Senior and Disabled Transportation)
- Other potential items
 - Action Plan tasks
 - Project update/status reports

Administrative Tasks

- Quarterly and Year End Financial Report
- Appointments
 - CCTA Board Representative
 - Other CCTA Committee Appointments
- FY 2019/2020 Audit
- 2021 Meeting Schedule
- Conflict of Interest Form 700
- 2021/2022 Workplan and Budget
 - Including required contract documents
- Administration of Contracts and Invoices

DRAFT TRANSPAC 2020-2021 BUDGET						
EXPENDITURES						
			2019-2020		2020-2021	
Managing Director / Admin Support Contract (time and material based expenses) (includes printing, postage & supplies)			\$ 230,000		\$ 230,000	
Legal Services - expenses would be incurred on a time and material basis			\$ 5,000		\$ 5,000	
Web Site - Maintain / Enhance (time and material based expenses)			\$ 10,000		\$ 7,500	
Audit Services			\$ 5,000		\$ 4,500	
City of Martinez - Pacheco Transit Hub / Park & Ride Lot Maintenance			\$ 10,000		\$ 10,000	
Subtotal			\$ 260,000		\$ 257,000	
Pleasant Hill City/Fiscal Administration			\$ 3,000		\$ 3,000	
Subtotal			\$ 3,000		\$ 3,000	
Costs subtotal			\$ 263,000		\$ 260,000	
Contingency			\$ 24,557		\$ 24,500	
Project Reserve - This line represents the budget to fund the I-680 / Monument Blvd. Bicycle and Pedestrian Improvement Feasibility study. TRANSPAC entered into an agreement with CCTA to procure a consultant. Fehr and Peers was selected. With the CCTA focus on TEP in Spring and Summer of 2019, the initiation of the contract was delayed. Staff met with CCTA and Fehr in Peers in November 2019 to reinstate the contract. Unexpended funds from FY 2019/2020 will carry over to FY 2020/2021.			\$ 215,999		\$ 122,000	
Total			\$ 503,556		\$ 406,500	
REVENUES						
			2019-2020		2020-2021	
Member Agency Contributions			\$ 225,000		\$ 210,000	
Carryover Balance			\$ 62,558		\$ 74,500	
Project Reserve Carryover Balance			\$ 215,999		\$ 122,000	
Total			\$ 503,556		\$ 406,500	
NOTES:						
-TRANSPAC does not have any direct employees. Staff positions provided through contract.						

	DRAFT TRANSPAC 2020-2021 BUDGET							
	TRANSPAC MEMBER AGENCY CONTRIBUTION ALLOCATION FORMULA METHODOLOGY							
PART A	Each jurisdiction contributes 50% of the TRANSPAC Member Agency Contributions based on an equal (1/6) share of the annual budget amount.						\$	105,000
PART B	The remaining 50% share of the TRANSPAC Member Agency Contributions is calculated on the most recent percentage of Measure J "return to source" funds received by each jurisdiction.						\$	105,000
	PART A	ALLOCATION FORMULA FOR MEMBER AGENCY CONTRIBUTION REVENUE BUDGET						
		50% SHARE OF ANNUAL						
		MEMBER AGENCY						
JURISDICTION		CONTRIBUTION BUDGET						PER JURISDICTION
		PER JURISDICTION						EQUALS
								(R)
CLAYTON		1/6						\$ 17,500
CONCORD		1/6						\$ 17,500
MARTINEZ		1/6						\$ 17,500
PLEASANT HILL		1/6						\$ 17,500
WALNUT CREEK		1/6						\$ 17,500
CONTRA COSTA COUNTY		1/6						\$ 17,500
TOTAL								\$ 105,000

DRAFT TRANSPAC 2020-2021 BUDGET						
ALLOCATION FORMULA FOR MEMBER AGENCY CONTRIBUTION REVENUE BUDGET						
PART B	MEASURE J RTS \$s	MEASURE J RTS %	\$ FROM RTS PART B		PART A	Total for Jurisdiction
JURISDICTION	Allocation					
CLAYTON	\$ 264,543	5.52%	\$ 5,792		\$ 17,500	\$ 23,292
CONCORD	\$ 1,670,146	34.82%	\$ 36,564		\$ 17,500	\$ 54,064
MARTINEZ	\$ 589,756	12.30%	\$ 12,911		\$ 17,500	\$ 30,411
PLEASANT HILL	\$ 604,128	12.60%	\$ 13,226		\$ 17,500	\$ 30,726
WALNUT CREEK	\$ 994,069	20.73%	\$ 21,763		\$ 17,500	\$ 39,263
CONTRA COSTA COUNTY ^	\$ 673,515	14.04%	\$ 14,745		\$ 17,500	\$ 32,245
TOTAL	\$ 4,796,157		\$ 105,000		\$ 105,000	\$ 210,000
^Estimated at 25% of allocation (\$2,694,060)						
Based on "DRAFT - FY 2019-20 Distribution of 18% Funds to Local Jurisdictions to Street Maintenance"						

TRANSPAC 2019-2020 BUDGET						
EXPENDITURES						
			2018-2019		2019-2020	
Managing Director (time and material based expenses)			\$ 135,000			
Admin Support Contract - Secretary / Clerk of the Board (includes printing, postage & supplies) (time and material based expenses)			\$ 72,000			
Managing Director / Admin Support Contract (time and material based expenses) (includes printing, postage & supplies)					\$ 230,000	
Legal Services - expenses would be incurred on a time and material basis			\$ 5,000		\$ 5,000	
Web Site - Maintain / Enhance (time and material based expenses)			\$ 10,000		\$ 10,000	
Audit Services			\$ 15,000		\$ 5,000	
City of Martinez - Pacheco Transit Hub / Park & Ride Lot Maintenance			\$ 10,000		\$ 10,000	
Subtotal			\$ 247,000		\$ 260,000	
Pleasant Hill City/Fiscal Administration			\$ 3,000		\$ 3,000	
Subtotal			\$ 3,000		\$ 3,000	
Costs subtotal			\$ 250,000		\$ 263,000	
Contingency			\$ 16,500		\$ 24,557	
Project Reserve - This line represents the budget to fund the I-680 / Monument Blvd. Bicycle and Pedestrian Improvement Feasibility study. TRANSPAC entered into an agreement with CCTA to procure a consultant. Fehr and Peers was selected. With the CCTA focus on TEP in Spring and Summer of 2019, the initiation of the contract was delayed. Staff met with CCTA and Fehr in Peers in November 2019 to reinstate the contract. Unexpended funds from FY 2018/2019 will carry over to FY 2019/2020.			\$ 220,000		\$ 215,999	
Total			\$ 486,500		\$ 503,556	
REVENUES						
			2018-2019		2019-2020	
Member Agency Contributions			\$ 225,000		\$ 225,000	
Carryover Balance			\$ 41,500		\$ 62,558	
Project Reserve Carryover Balance			\$ 220,000		\$ 215,999	
Total			\$ 486,500		\$ 503,556	
NOTES:						
-TRANSPAC does not have any direct employees. Staff positions provided through contract.						

	TRANSPAC 2019-2020 BUDGET						
	TRANSPAC MEMBER AGENCY CONTRIBUTION ALLOCATION FORMULA METHODOLOGY						
PART A	Each jurisdiction contributes 50% of the TRANSPAC Member Agency Contributions based on an equal (1/6) share of the annual budget amount.					\$ 112,500	
PART B	The remaining 50% share of the TRANSPAC Member Agency Contributions is calculated on the most recent percentage of Measure J "return to source" funds received by each jurisdiction.					\$ 112,500	
	PART A	ALLOCATION FORMULA FOR MEMBER AGENCY CONTRIBUTION REVENUE BUDGET					
		50% SHARE OF ANNUAL					
		MEMBER AGENCY					
JURISDICTION		CONTRIBUTION BUDGET					PER JURISDICTION
		PER JURISDICTION					EQUALS
							(R)
CLAYTON		1/6					\$ 18,750
CONCORD		1/6					\$ 18,750
MARTINEZ		1/6					\$ 18,750
PLEASANT HILL		1/6					\$ 18,750
WALNUT CREEK		1/6					\$ 18,750
CONTRA COSTA COUNTY		1/6					\$ 18,750
TOTAL							\$ 112,500

TRANSPAC 2019-2020 BUDGET							
ALLOCATION FORMULA FOR MEMBER AGENCY CONTRIBUTION REVENUE BUDGET							
PART B	MEASURE J RTS \$s	MEASURE J RTS %	\$ FROM RTS				Total for Jurisdiction
JURISDICTION	Allocation		PART B			PART A	
CLAYTON	\$ 263,217	5.53%	\$ 6,219			\$ 18,750	\$ 24,969
CONCORD	\$ 1,657,497	34.81%	\$ 39,160			\$ 18,750	\$ 57,910
MARTINEZ	\$ 585,811	12.30%	\$ 13,840			\$ 18,750	\$ 32,590
PLEASANT HILL	\$ 600,067	12.60%	\$ 14,177			\$ 18,750	\$ 32,927
WALNUT CREEK	\$ 986,866	20.72%	\$ 23,315			\$ 18,750	\$ 42,065
CONTRA COSTA COUNTY ^	\$ 668,291	14.03%	\$ 15,789			\$ 18,750	\$ 34,539
TOTAL	\$ 4,761,749		\$ 112,500			\$ 112,500	\$ 225,000
^Estimated at 25% of allocation (\$2,673,163)							
Based on "DRAFT - FY 2018-19 Distribution of 18% Funds to Local Jurisdictions to Street Maintenance"							

TRANSPAC
PROFESSIONAL SERVICES AGREEMENT
AMENDMENT #7

This Seventh Amendment to Agreement for Consulting Services is entered into on June ____, 2020 between the Central Contra Costa Transportation/Land Use Partnership ("TRANSPAC") and Gray-Bowen and Company, Inc., DBA Gray-Bowen-Scott, (Consultant).

RECITALS

- A. TRANSPAC and Consultant entered into a Professional Services Agreement for Agency Management and Administration on December 8, 2016; and
- B. The Professional Services Agreement contained an initial not to exceed sum of \$125,000, the amount estimated to cover the cost of services for about a 12 month period.
- C. The TRANSPAC Board, on October 12, 2017, approved an additional \$113,259 to the contract to bring the total not to exceed value to \$238,259, the value projected to be required for the remaining Agency Management and Administration services to be provided through June 30, 2018; and
- D. The TRANSPAC Board, on July 12, 2018, approved an additional \$135,000 for the Agency Management and Administration and the extension of the contract to bring the total not to exceed value to \$373,259 for 2018/2019 services, the value projected to be required for the services to be provided through June 30, 2019; and
- E. The TRANSPAC Board, on November 8, 2018, approved a scope of work and cost of the additional work of \$39,000 for the Monument Blvd / I-680 Bicycle and Pedestrian Improvements Feasibility Study Project Management Scope of Work; and
- F. The TRANSPAC Board, on July 3, 2019, approved an additional \$30,000 for the Agency Management and Administration and the extension of the contract to bring the total not to exceed value to \$442,259 for 2019/2020 services through September 30, 2019; and
- G. The TRANSPAC Board, on September 12, 2019, approved an additional \$40,000 for the Agency Management and Administration and the extension of the contract to bring the total not to exceed value to \$482,259 for 2019/2020 services through November 30, 2019; and
- H. The TRANSPAC Board, on December 12, 2019, approved an additional \$146,597 for the Agency Management and Administration (including Managing Director and Clerk of the Board services) and the extension of the contract to bring the total not to exceed value to \$628,856 for services through June 30, 2020; and
- I. The TRANSPAC Board, on June 11, 2020, approved an additional \$201,000 for the Agency Management and Administration (including Managing Director and Clerk of the Board services) and the extension of the contract to bring the total not to exceed value to \$829,856 for services through June 30, 2021; and
- J. The parties wish to amend the Agreement.

NOW, THEREFORE, TRANSPAC and Consultant agree as follows:

MUTUALLY AGREED:

- 1) Subsection b of Section 2 (Compensation) of the Agreement is amended to read:

In no event shall the total amount paid for services rendered by Consultant under this Agreement exceed the sum of \$829,856. This amount is to cover all printing and related costs, and TRANSPAC will not pay any additional fees for printing expenses. Periodic payments shall be made within 30 days of receipt of an invoice which includes a detailed description of the work performed. Payments to Consultant for work performed will be made on a monthly billing basis.

TRANSPAC Managing Director Contract - Summary of Amendments

	Contract Approved	Amendment Value	Contract Value
Initial Contract	December 8, 2016	NA	\$125,000
Amendment #1	November 9, 2017	\$113,259	\$238,259
Amendment #2	July 12, 2018	\$135,000	\$373,259
Amendment #3	February 14, 2019	\$39,000	\$412,259
Amendment #4	July 3, 2019	\$30,000	\$442,259
Amendment #5	September 12, 2019	\$40,000	\$482,259
Amendment #6	December 12, 2019	\$146,597	\$628,856
Amendment #7	June 11, 2020	\$201,000	\$829,856

Contract Value by TRANSPAC Fiscal Year Budget / Task

	MD/Clerk	Monument	TOTAL
FY 16/17 – Managing Director Tasks	\$103,259		\$103,259
FY 17/18 – Managing Director Tasks	\$135,000		\$135,000
FY 18/19 – Managing Director Tasks	\$135,000		\$135,000
Monument Blvd / I-680 Bicycle and Pedestrian Improvements Feasibility Study Project Management		\$39,000	\$39,000
FY 19/20 – Managing Director and Clerk of the Board Tasks	\$216,597		\$216,597
FY 20/21 – Managing Director and Clerk of the Board Tasks	\$201,000		
TOTAL	\$790,856	\$39,000	\$829,856

-FY 16/17 to FY 18/19 includes the Managing Director (MD) tasks, FY 19/20 and forward includes Managing Director and Clerk of the Board tasks

-Monument - Monument Blvd / I-680 Bicycle and Pedestrian Improvements Feasibility Study Project Management

- 2) Section 5 (Time of Performance: Term) of the Agreement is amended to read:

The term of this Agreement shall end June 30, 2021 unless terminated earlier as provided in the termination provisions herein, or this Agreement may be extended for additional periods (each a "Renewal Term").

- 3) That all other items and conditions of the Agreement shall remain in effect.

[SIGNATURES ON FOLLOWING PAGE]

**SIGNATURE PAGE FOR PROFESSIONAL SERVICES AGREEMENT
AMENDMENT #7
BETWEEN TRANSPAC
AND WILLIAM R. GRAY AND COMPANY, DBA GRAY-BOWEN-SCOTT**

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first written above.

TRANSPAC

William R. Gray and Company

By: _____
Carlyn Obringer
Chairperson

By: _____
Leo Scott
President

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TRANSPAC BOARD Meeting *STAFF REPORT*

Meeting Date: June 11, 2020

Subject:	CONTRA COSTA ACCESSIBLE TRANSPORTATION STRATEGIC PLAN OUTREACH
Summary of Issues	The Contra Costa Transportation Authority (CCTA) and the County are partnering on a planning effort to improve transportation options for older persons, those with disabilities, and veterans. The effort is called the Accessible Transportation Strategic (ATS) Plan and it is currently in the outreach phase. CCTA / County are striving to make use of all available outlets to broadcast a survey being conducted in addition to promoting the ATS Plan in general. CCTA / County are requesting assistance in distributing / posting the ATS Plan material and soliciting survey feedback. This request for assistance is more critical during the shelter in place, as the outreach effort has been compromised due to the COVID-19 pandemic.
Recommendations	None – For information only.
Financial Implications	No TRANSPAC financial implications
Attachment(s)	A. Contra Costa Accessible Transportation Strategic Plan Flyer (English and Spanish versions) B. Flyer Virtual Outreach Text

Background

The CCTA and the County are partnering on a planning effort to improve transportation options for older persons, those with disabilities, and veterans. The effort is called the Accessible Transportation Strategic (ATS) Plan and it is currently in the outreach phase. CCTA / County are striving to make use of all available outlets to broadcast a survey being conducted in addition to promoting the ATS Plan in general. CCTA / County are requesting assistance in distributing / posting the ATS Plan material and soliciting survey feedback.

TRANSPAC member agencies are requested to distribute to appropriate contacts, that could include:

- Programs that serve one of the target audiences,
- Senior Commissions that would be interested in the ATS Plan,
- Relevant non-profit or community based organization your agency works with including senior centers, nutrition programs, or senior transportation programs.

This request for assistance is more critical during the shelter in place, as the traditional outreach methods have been compromised due to the COVID-19 pandemic.

Let's make transportation convenient for older adults and people with disabilities

If you're an older adult, have a disability, or are a veteran, transportation in Contra Costa County can be challenging. We want to identify ways to make it easier for you to get around the county—whether you're going to an appointment, getting groceries, visiting family, or anything else.

You can participate from home!

Due to the shelter-in-place we are asking individuals to complete the survey online or participate in a short phone interview. Participants will be entered in a drawing for a \$25 gift card!

Take the survey on-line at www.surveymonkey.com/r/CCTA_Survey2 or in Spanish at www.surveymonkey.com/r/CCTA_SurveySPN

Call us at **857-305-8004**

Email us at info@atspcontracosta.com

Visit us at
atspcontracosta.com



¡Hagamos el transporte conveniente para adultos mayores y personas con discapacidad!

Si usted es un adulto mayor, tiene alguna discapacidad, o es un veterano, transportarse en el Condado de Contra Costa puede ser retador. Queremos identificar maneras en las cuales le podemos facilitar moverse en el condado—ya sea que vaya a una cita médica, al supermercado, a visitar a familia o cualquier otro viaje.

¡Puede participar desde casa!

Ya que todos estamos resguardados en nuestro domicilio, estamos pidiendo a las personas que completen la encuesta en línea o que participen en una breve entrevista telefónica. Los participantes entrarán a una rifa para recibir una \$25 tarjeta de regalo vía email!

Tome la encuesta en línea en www.surveymonkey.com/r/CCTA_Survey2 o en español en www.surveymonkey.com/r/CCTA_SurveySPN

Llámenos al **857-305-8004**

Envíenos un correo a info@astpcontracosta.com

Visítanos nuestra página web en
astpcontracosta.com



CONTRA COSTA
transportation
authority



CONTRA COSTA
COUNTY, CALIFORNIA

FLYER VIRTUAL OUTREACH TEXT

Contra Costa Accessible Transportation Strategic Plan

Let's make transportation convenient for older adults and people with disabilities!

If you're an older adult, have a disability, or are a veteran, transportation in Contra Costa County can be challenging. We want to identify ways to make it easier for you to get around the county—whether you're going to an appointment, getting groceries, visiting family, or anything else.

You can participate from home!

Due to the shelter-in-place we are asking individuals to complete the survey online or participate in a short phone interview. Participants will be entered in a drawing for a \$25 gift card!

- Take the survey on-line at www.surveymonkey.com/r/CCTA_Survey2 or in Spanish at www.surveymonkey.com/r/CCTA_SurveySPN
- Call us at 857-305-8004
- Email us at info@atspcontracosta.com
- Visit us at www.atspcontracosta.com

TRANSPAC BOARD Meeting **STAFF REPORT**

Meeting Date: June 11, 2020

Subject:	511 CONTRA COSTA PROGRAM – 2020 SUMMER BIKE CHALLENGE
Summary of Issues	511 Contra Costa share is cosponsoring the Summer Bike Challenge program with multiple cities in the TRANSPAC area. The program includes biking to identified destinations and crossing off the squares on the BINGO like gameboard. Those that enter are eligible for prizes. 511 Contra Costa is requesting assistance to share information about the program.
Recommendations	None – For information only.
Financial Implications	No TRANSPAC financial implications
Attachment(s)	A. 511 Contra Costa 2020 Summer Bike Challenge Flyer

Background

511 Contra Costa share is cosponsoring the Summer Bike Challenge program with Concord, Martinez, Pleasant Hill, and Walnut Creek, as well as other cities in East County. The program includes biking to identified destinations and crossing off the squares on the BINGO like gameboard. The program is now open and runs through the end of August. Those that enter are eligible for prizes.

511 Contra Costa is requesting assistance to share information about the program. Sample language that can be used on your local agency media outlets includes:

Fun Bike Rides, All Summer Long

2020 Summer Bike Challenge

Looking for free summertime activities that are fun for the whole family? Check out 511 Contra Costa's [Summer Bike Challenge](https://511cc.org/sbc). To start, download your free Challenge Card at 511cc.org/sbc. Then bike to as many destinations as you can, and cross off the squares as you go, like BINGO! Plus, earn a free reward (online this summer) and enter the iPad grand prize drawing along the way. If destinations remain closed, just bike on by and enjoy the ride! Ready to roll? Visit 511CC.org/sbc.

Please contact Kirsten Riker (511 Contra Costa) if you would like additional information.

2020

SUMMER BIKE CHALLENGE

Explore your town from the seat of a bike!



FREE!

Fun



Start Your Free
Summer Bike
Challenge at
511cc.org/sbc

FREE to play + FREE STUFF!

Fun Bike Rides, All Summer Long

2020 Summer Bike Challenge

Looking for free summertime activities that are fun for the whole family? Check out 511 Contra Costa's [Summer Bike Challenge](http://511cc.org/sbc).

To start, download your free Challenge Card at 511cc.org/sbc. Then bike to as many destinations as you can, and cross off squares as you go, like BINGO! Plus, earn a free reward and enter the iPad grand prize drawing along the way.

For safety and social distancing, the popular "Free Stuff!" pop-up events are suspended this summer. Instead, riders can send a selfie from their favorite Challenge destination to win a prize by email. If destinations remain closed this summer, just bike on by and enjoy the ride! Ready to roll? Visit 511CC.org/sbc.

Participating cities: Antioch, Brentwood, Concord, Martinez, Oakley, Pittsburg, Pleasant Hill, and Walnut Creek.

EXECUTIVE DIRECTOR'S REPORT

May 20, 2020

I-680 Southbound High Occupancy Vehicle/Express Lane Project: April 7, 2020

Timothy Haile and I participated on a videoconference with executives from Caltrans, the Metropolitan Transportation Commission (MTC) and Gray-Bowen-Scott. The purpose of the meeting was to determine what striping and signing configuration should be in place if the contractor finishes the project one year early and the tolling subcontractor cannot complete their work on a schedule that meets an early completion date. It was determined that we can leave the express lane striping pattern in place and there will be no toll charges until the tolling equipment is working.

***Innovate 680* Policy Advisory Committee (PAC) Meeting #1: April 8, 2020**

We held the first *Innovate 680* PAC meeting by videoconferencing. The committee members elected Supervisor Candace Andersen as the Chair and Vice Mayor Sue Noack as the Vice Chair. The PAC Committee Members were given a briefing on the various components of the project and a status of the various projects. The meeting was well attended.

Token Transit: April 9, 2020

I met with Zach Browne, the founder of Token Transit. He was referred to the Authority because of the Mobility-on-Demand (MOD) grant from the U.S. Department of Transportation. Token Transit has developed a uniform payment system that integrates with credit card, debit or commuter benefits card and you will always have your pass with you. He is interested in providing an end-to-end transit pass that will enhance our MOD platform.

Kittyhawk.io: April 10, 2020

Linsey Willis and I met with Andrew Elefant from Kittyhawk.io to discuss a potential partnership. Kittyhawk.io is a drone company that unifies the mission, aircraft, and data to make drone operations safe and reliable. Andrew is a resident of Walnut Creek.

Engineering News Record (ENR) Webinar: April 14, 2020

I participated on an ENR Webinar titled "Now is the Time to Build Tomorrow's Transportation Infrastructure." The other panelists were from Sasaki Associates and HNTB. Listeners were worldwide. There were a few follow up questions.

Einride: April 14, 2020

I met with Rikard Steiber from Einride. Einride manufactures an autonomous all electric pod that is designed to pull specialized trailers from various types of loads. The vehicles are manufactured in Europe and do not have a steering wheel or a brake pedal. They plan to control the vehicles from a central command center. They want to test at GoMentum Station and get help importing the vehicles into the United States.

Nelson/Nygaard: April 15, 2020

I met with Emily Warren, the policy director at Nelson/Nygaard. She wanted to know what our response was to the “shelter in place” order. They are concerned about future work with the Authority and our industry. She used to work for Lyft and then Lime.

Authority Board Meeting: April 15, 2020

We conducted our second virtual Authority Board meeting and first meeting using our new PrimeGov software. We will be hosting our Administration and Projects Committee and Planning Committee meetings virtually using PrimeGov in May.

NABRU: April 16, 2020

I met with NABRU, a company that places modular blocks that when put together provide raised medians that separate bus stops, bike lanes, etc. They were referred to the Authority by James Hinkamp. The company is based in Spain but wants to start working here in the United States. You can read more at urbannabru.com.

KQED Interview: April 17, 2020

I was interviewed by Dan Brekke from KQED about the impacts of COVID-19 on transportation funding and the transportation system.

Lamorinda School Bus Program: April 17, 2020

Peter Engel and I reviewed the budget with Lamorinda School Bus Program Manager Whitney Simon and Ex-Officio Representative Amy Worth.

Bob Iannucci: April 21, 2020

I met with Bob Iannucci regarding a 5G test bed partnership with Carnegie Mellon University at GoMentum Station and along Interstate 680 in San Ramon for the *Innovate 680* pilot projects.

Interstate 680/State Route 4 (SR 4), Phase 3: April 21, 2020

I was onsite to review the contractor’s concrete paving operation. Brosamer & Wall’s team was placing the new concrete lanes and getting ready to switch traffic onto the new sections of the bridges along SR 4. They were placing jointed plain concrete pavement (JPCP).

Special Districts Board Meeting: April 23, 2020

I am a Board Member and attended the quarterly Special Districts Board meeting. The Authority was highlighted as an example of an agency that was ready to adjust to new realities during the COVID-19 crisis.

Bay Area County Transportation Agencies (BACTA) Meeting: April 24, 2020

I attended the BACTA meeting. The Executive Directors met virtually to review the status of each agency.

Express Lane Steering Committee: April 27, 2020

Timothy Haile and I attended the quarterly MTC Express Lane Steering Committee meeting. We were given an update on the progress of the express lane network in the bay area.

Cal Poly Industry Advisory Board (IAB): April 27, 2020

I attended a meeting of the Cal Poly IAB. Each member gave an update on their agencies. The full board meeting will be held on May 15th.

UC Riverside Institute of Transportation Studies (ITS): April 28, 2020

Peter Engel, Stephanie Hu and I met with Researcher Ran Wei from University of California, Riverside and ITS Assistant Director Laura Podolsky to discuss a potential partnership for a research grant proposal regarding electric vehicles (EV). The proposal would expand the horizon of our recent completion of the EV Readiness Plan for Contra Costa County and could help bolster our application for more research dollars from the California Energy Commission.

Automated Driving System (ADS) Grant: April 29, 2020

Timothy Haile and Jack Hall met with Federal Transit Administration staff to discuss a Letter of No Prejudice (LONP) request to seek reimbursement of Pre-Notice to Proceed (NTP) costs for the ADS grant. The request is being approved for \$765,000 that will reimburse Measure J funding to manage the grant and coordinate with partners prior to receiving the NTP, which is anticipated later in 2020.

San Jose State University (SJSU): May 6, 2020

Peter Engel and I met with Professors at the SJSU to discuss a possible partnership. SJSU is working with a company that designs interiors for vehicles. They are designing a vehicle with an interior that accommodates physically disabled riders. They have been working on a vehicle for a couple of years. The schools of mechanical engineering, industrial engineering, and occupational therapy have professors that have students working on this new vehicle design.

Express Lanes Programming and Senate Bill 1 Competitive Program Nominations: May 6, 2020
I participated in a meeting with the Executive Directors from the other Congestion Management Agencies in the Bay Area and the executive staff from MTC. The discussion item was the proposed projects for support for allocations from Senate Bill 1 and Regional Measure 3. I sent our Commissioners a copy of the deck with my comments on each slide.

Special Districts Virtual Summit: May 7, 2020

I participated in a remote webinar that was sponsored by Special Districts. The topic was “How Special Districts Are Taking Their Workforce and Workplace Virtual to Better Respond to Crisis.” Most of the discussion from the panelists was around hardware and software. We are pretty much aligned with what the speakers had to offer. The Authority was a featured agency in a recent special district article regarding our preparation for remote work due to our Progress on Paperless “POP” program.

AAA: May ,7 2020

Timothy Haile and I met with Matt Alfano. Matt is the new director in charge of running GoMentum Station. He lives in Danville and understands the importance of GoMentum Station to Contra Costa County.

East County Integrated Transit Study: May 12, 2020

Matt Kelly and the planning team hosted a virtual kick-off meeting with East County stakeholders for a Caltrans funded study to develop near-term solutions and long-term scalable projects to address commuter and local transit connections and access points to better serve the public and support economic opportunities by attracting employers and supporting economic investment opportunities in Eastern Contra Costa County.

Women's Transportation Seminar (WTS) Women's Leadership Program: May 15, 2020

Linsey Willis participated in a panel on leadership as part of the San Francisco Bay Area WTS Women's Leadership Program to help participants grow in their careers.

Staff Out-of-State Travel: There is nothing to report this month.



CONTRA COSTA
transportation
authority

COMMISSIONERS

Julie Pierce,
Chair

Teresa Gerringer,
Vice Chair

Newell Americh

Tom Butt

Federal Glover

Loella Haskew

David Hudson

Chris Kelley

Karen Mitchoff

Kevin Romick

Robert Taylor

Randell H. Iwasaki,
Executive Director

2999 Oak Road
Suite 100
Walnut Creek
CA 94597
PHONE: 925.256.4700
FAX: 925.256.4701
www.ccta.net

MEMORANDUM

To: Matt Todd, TRANSPAC
Lisa Bobadilla, SWAT
Colin Piethe, TRANSPLAN
Cedric Novenario, TVTC
John Nemeth, WCCTAC
Mike Moran, LPMC

From: Randell H. Iwasaki, Executive Director

Date: May 28, 2020

Re: Items of interest for circulation to the Regional Transportation Planning Committees (RTPCs)

At its May 20, 2020 meeting, the Authority discussed the following items, which may be of interests to the Regional Transportation Planning Committees:

1. **Contra Costa Micromobility Forum Recommendations.** Staff sought feedback on recommendations presented in the memorandum titled "Micromobility White Paper #2: Recommendations for Contra Costa County" and approval to proceed with the following two tasks: 1) Create a Model Ordinance and regulatory program, and 2) Coordinate with other agencies. *The Authority Board approved staff to proceed with creating a Model Ordinance and regulatory program for Contra Costa County Micromobility systems operations and management, and to coordinate with other agencies on the effort.*
2. **Approval to Amend the Fiscal Year (FY) 2019-20 Budget for the Authority and Congestion Management Agency (CMA).** Staff sought approval of Resolution 19-23-A (Rev 2) to amend the FY 2019-20 budget for Measure J Sales Tax Revenues. *The Authority Board adopted Resolution 19-23-A (Rev 2) to amend the FY 2019-20 budget for the Authority and CMA.*

3. **Proposed Interim Measures to Prepare for Measure J Sales Tax Revenue Reduction Due to the COVID-19 Pandemic.** Staff sought approval of Resolution 20-09-P to adopt the proposed interim measures to address the impacts of anticipated reduction in Measure J revenues. *The Authority Board approved Resolution 20-09-P to adopt the proposed interim measures to address the impacts of anticipated reduction in Measure J revenues.*
4. **Authorization to Execute Agreement No. 548 with American Automobile Association Northern California, Nevada and Utah (AAA NCNU) to Provide Assistance in Prototype Testing, Integrating Mobile Assets, Deploying Get in and Go (GIG) Car Share and Shared Autonomous Vehicle (SAV) Fleets, and to Provide and Install Electric Vehicle (EV) Charging Equipment.** Staff sought authorization for the Chair to execute Agreement No. 548 with AAA NCNU in the amount of \$2,707,000, to provide assistance in prototype testing, integrating mobility assets, deploying GIG Car Share and SAV fleets, providing and installing EV charging equipment, and allowing the Executive Director or designee to make any non-substantive changes to the language. *The Authority Board authorized the Chair to execute Agreement No. 548 with AAA NCNU in the amount of \$2,707,000, to provide assistance in prototype testing, integrating mobility assets, deploying GIG Car Share and SAV fleets, providing and installing EV charging equipment, and allowing the Executive Director or designee to make any non-substantive changes to the language.*
5. **Update on the Growth Management Program (GMP) Task Force Efforts to Implement Senate Bill (SB) 743 into the GMP.** Staff provided the Authority Board an overview of results to date and planned activities in the coming months ahead of the July 1, 2020 implementation date and sought input on the development of the final GMP policy and SB 743 implementation strategies.
6. **Fiscal Year (FY) 2020-21 Proposed Measure J Operating Programs Allocation Process Revision.** Staff sought Authority Board approval of the proposed funding allocation methodology for Measure J operating programs for FY 2020-21. *The Authority Board approved the proposed funding allocation methodology for Measure J operating programs for FY 2020-21.*

TRANSPAC
Transportation Partnership and Cooperation
Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek and Contra Costa County
1211 Newell Avenue, Suite 200
Walnut Creek, CA 94596
(925) 937-0980

May 19, 2020

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

RE: Status Letter for TRANSPAC Meeting – May 14, 2020

Dear Mr. Iwasaki:

At its regular meeting on May 14, 2020, the TRANSPAC Board of Directors took the following actions that may be of interest to the Contra Costa Transportation Authority (CCTA):

1. Approved the release of a draft Measure J Line 20a Funds Program for public review.
2. Received the TRANSPAC Draft Work Plan and Budget for Fiscal year 2020/2021.
3. Received information on the Contra Costa Transportation Authority Growth Management Plan/Senate Bill 743 Implementation.
4. Received the TRANSPAC Quarterly Financial Report.

TRANSPAC hopes that this information is useful to you. Please contact me if you have any questions or want to further discuss the above items.

Sincerely,



Matthew Todd
Managing Director

cc: TRANSPAC Representatives; TRANSPAC TAC and staff
Matt Kelly and Hisham Noemi, CCTA Staff
Colin Piethe, TRANSPLAN; Robert Taylor, Chair, TRANSPLAN
Lisa Bobadilla, SWAT; Candace Anderson, Chair, SWAT
John Nemeth, WCCTAC; Chris L Kelley, Chair, WCCTAC
Tarienne Grover, CCTA Staff
June Catalano, Diane Bentley (City of Pleasant Hill)

TRANSPLAN COMMITTEE

EAST COUNTY TRANSPORTATION PLANNING

Antioch • Brentwood • Oakley • Pittsburg • Contra Costa County
30 Muir Road, Martinez, CA 94553

June 3, 2020

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

Dear Mr. Iwasaki:

This TRANSPLAN Committee took the following actions during its meeting on May 14, 2020:

1. Approved the reprogramming of \$200,000 in Measure J funds from State Route 4 (SR4) Widening to the Mokelumne Pedestrian Bridge Overcrossing Project
2. Approved the TRANSPLAN FY20/21 Budget and Workplan
3. Authorized TRANSPLAN staff to distribute a Request for Proposals for redesigning the TRANSPLAN website

Should you have any questions, please do not hesitate to contact me at colin.piethe@dcd.cccounty.us.

Sincerely,

Colin Piethe
TRANSPLAN Staff

c: TRANSPLAN Committee	T. Grover, CCTA
L. Bobadilla, SWAT/TVTC	Robert E. Doyle, EBRPD
M. Todd, TRANSPAC	D. Dennis, ECCRFFA
J. Nemeth, WCCTAC	



SWAT

Danville • Lafayette • Moraga • Orinda • San Ramon & the County of Contra Costa

May 7, 2020

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

RE: **SWAT Meeting Summary Report for May 2020**

Dear Mr. Iwasaki,

The Southwest Area Transportation Committee ("SWAT") met Monday, May 4, 2020. The following is a summary of the meeting and action items:

1. Received updated information from City of San Ramon on the status of the Iron Horse Trail-Bollinger Canyon Road Bicycle Pedestrian Overcrossing Project.
2. Received update on Innovate 680 Policy Advisory Committee kick-off meeting.
3. Received status update on next steps related to SWAT historical files and complying with the Authority's Records Retention Policy.

Please contact me at (925) 973-2651, or email at lbobadilla@sanramon.ca.gov, if you need additional information.

All the best,

A handwritten signature in black ink, appearing to read "Lisa Bobadilla", written over a horizontal line.

Lisa Bobadilla
SWAT Administrator

Cc: SWAT; SWAT TAC; Hisham Noeimi, CCTA; Matt Kelly, CCTA, Matt Todd, TRANSPAC;
John Nemeth, WCCTAC; Colin Piethe, TRANSPLAN

El Cerrito

Hercules

May 30, 2020

Pinole

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

RE: May 2020 WCCTAC Board Meeting Summary

Richmond

Dear Randy:

The WCCTAC Board, at its meeting on May 22, 2020 took the following actions that may be of interest to CCTA:

San Pablo

1. Approved the WCCTAC Draft Fiscal Year 2021 Work Program, Budget, and Dues for review by the member agencies.
2. Directed staff to send a letter to WETA and CCTA requesting that Richmond Ferry service resume service as soon as possible.

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

Sincerely,



John Nemeth
Executive Director

AC Transit

cc: Tarien Grover, CCTA; John Cunningham, TRANSPAC; Colin Piethe, TRANSPLAN; Lisa Bobadilla, SWAT; Matt Todd, CCTA

BART

WestCAT