



## MEETING OF THE EAST BAY BUS RAPID TRANSIT POLICY STEERING COMMITTEE

Alameda-Contra Costa Transit District  
General Offices  
1600 Franklin Street  
2nd Floor Board Room  
Oakland, California 94612

Thursday, October 4, 2018  
2:00 p.m.

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**Rules for Public Comment:**

Speakers wishing to address the Committee should complete a Speaker's Form and submit it to the District Secretary. Speakers wishing to address subjects not listed on this agenda will be invited to speak under the "PUBLIC COMMENTS" section of the agenda. Speakers wishing to address a specific agenda item will be invited to address the Committee at the time the item is being considered. All speakers should limit their comments to two (2) minutes. Speakers using a translator will be allotted twice the allotted time.

Individuals who wish to present more detailed information are encouraged to submit comments in writing. Written comments are made part of the written record for meetings and, as such, are available for public inspection.

**Availability of Agenda Related Materials:** Written agenda related materials for all regular meetings are available to the public 72 hours prior to the meeting or at the time the materials are distributed to a majority of the Committee.

Written materials presented at a meeting by staff or a member of the Committee will be available to the public at that time, or after the meeting if supplied by an outside party. Agenda related materials are available on the District's website or by contacting the District Secretary.

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**Order of Agenda Items:**

The Committee may discuss any item on the agenda and in any order.

**Electronic Devices:**

All electronic devices shall be placed on mute, vibrate or silent mode during the meeting (Dist. Ord. 12)

**Scented Products:** Please refrain from wearing scented products as there may be attendees susceptible to environmental illnesses.

**Accessible Public Meetings:**

Meetings of the Committee are accessible to individuals in wheelchairs. The Board room is equipped with assistive listening devices for individuals with a hearing impairment. Written materials in appropriate alternative formats or disability related modification/accommodation must be made three business days in advance of the meeting to help ensure availability. Subject to availability, sign language and foreign language interpreters will be provided upon request with 72-hour notice.

**Contact Information:**

Please direct requests for disability-related modification or accommodation and/or interpreter services to Linda A. Nemeroff, District Secretary, 1600 Franklin Street, Oakland, California, 94612 or call (510) 891-7201.

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# Meeting of the East Bay Bus Rapid Transit Policy Steering Committee

## AGENDA

**Thursday, October 4, 2018**

**2:00 p.m.**

2<sup>nd</sup> Floor Board Room

1600 Franklin Street

Oakland, California 94612

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**PSC Members:**

***AC Transit:***

President Elsa Ortiz, Chair

Director Greg Harper

Director H. E. Christian Peeples

***Alameda County (Ex Officio):***

Supervisor Nate Miley

***Metropolitan Transportation Commission/Caltrans:***

James E. Davis, Acting District 4 Director for Caltrans

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***City of Oakland:***

Council Member Rebecca Kaplan

Council Member Noel Gallo

***City of San Leandro:***

Mayor Pauline Cutter

Council Member Corina Lopez

1. Roll Call
2. Public Comment (*For items not on the agenda. Two minutes are allowed for each speaker.*)
3. Chair's Report on Pertinent Actions of the AC Transit Board of Directors.
4. BRT Project Updates:
  - a. Construction Progress
  - b. Community Outreach
  - c. Project Labor Agreement, Construction Careers Policy and Hiring
  - d. Sponsorships and Naming Rights (Requested by Director Harper)
  - e. Branding
5. Consider approving the BRT Policy Steering Committee minutes of October 5, 2017.
6. Consider approving the BRT Policy Steering Committee minutes of February 15, 2018.
7. Consider approving the BRT Policy Steering Committee minutes of May 31, 2018.
8. Schedule Date and Time of Next Meeting.
9. Future Agenda Items/Review List of Pending Items.
10. Adjournment

### **Pending List of Future Agenda Items:**

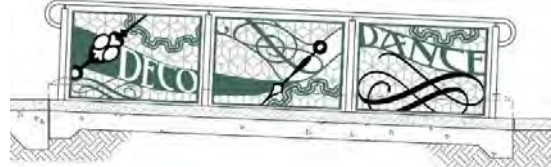
- Discussion regarding fare payment, including the expansion of Clipper card availability throughout the neighborhoods by adding more vendors and outreach to major employers along the corridor to participate in the EasyPass Program with the initiation of the service. [Requested by Council Member Kaplan – 9/3/15, 11/12/15, 3/10/16, 5/12/16]
- Discussion of the colors for the buses, suggesting that yellow and green (Oakland A's colors) be considered. [Requested by Councilmember Kaplan – 3/30/17]
- Discussion about making the service free for the first year. [Requested by Councilmember Kaplan – 3/30/17]
- Discussion of alternatives for a different northern route such as MLK or Adeline that would extend the BRT into Berkeley [Requested by Councilmember Kaplan – 6/29/17]
- Information on the process related to business impact fees, seeking clarification of the process at the local level as to where merchants should go for assistance. [Requested by Councilmember Lopez – 10/5/17]
- Investigate the installation of public restroom facilities at key locations, such as the 20<sup>th</sup> & Broadway hub for the benefit of passengers and bus operators. [Requested by Councilmember Kaplan – 5/31/18]

# East Bay Bus Rapid Transit Project



## Policy Steering Committee Meeting

October 4, 2018



# Agenda

- Construction Progress
- Community Outreach
- Project Labor Agreement, Construction Careers Policy & Hiring
- Sponsorship & Naming Rights
- Branding



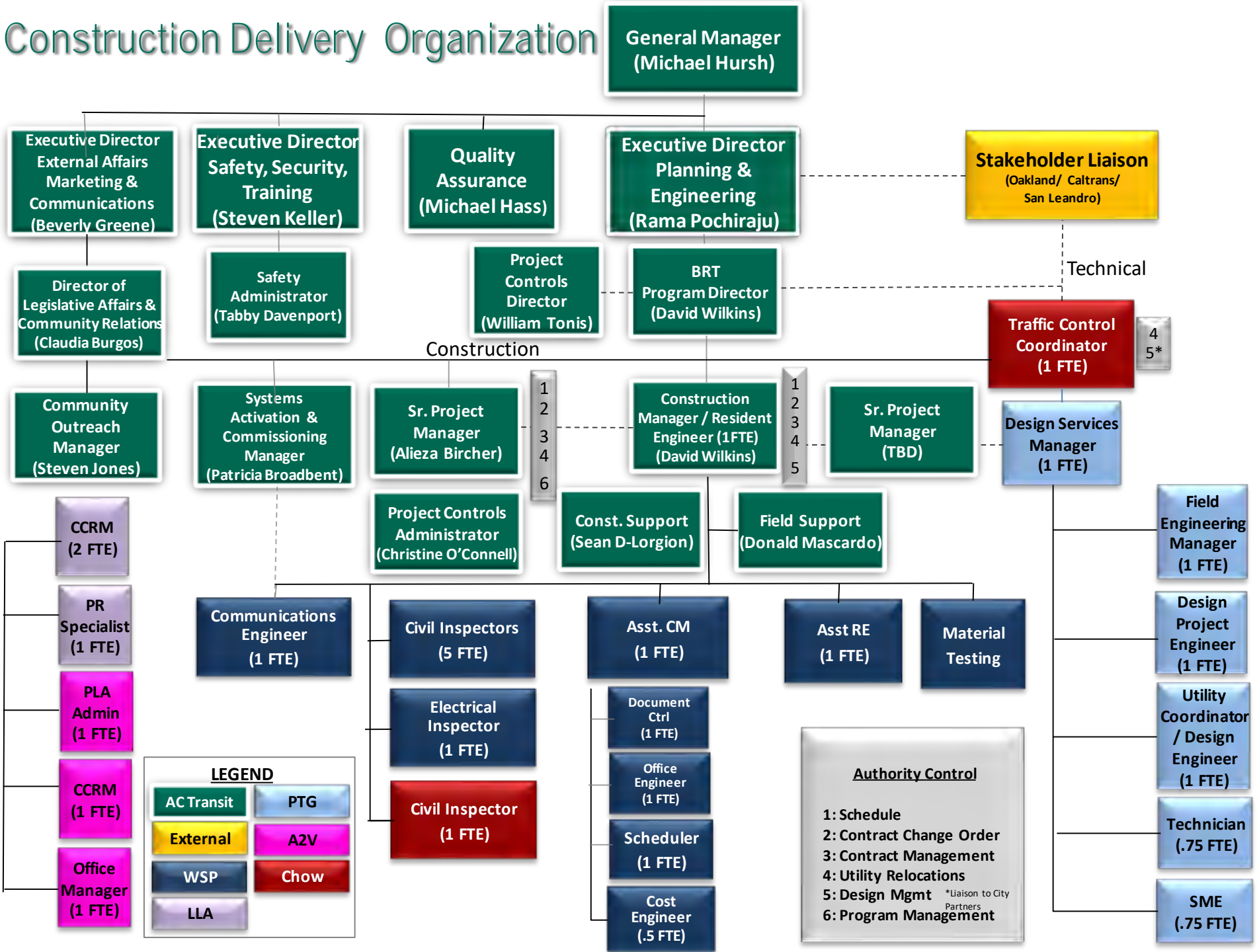


## Program Update

- Real Estate: 2 surface parking lots  
\$981,608; 100% complete
- Vehicles: 27 – **60', 5 door buses**  
27 accepted
- Bid Package 1: Adv Utility Relocations  
\$5,985,055; 100% - Complete
- Bid Package 2: Parking Lots and Intersection Improvements  
\$4,492,442; 100% - Complete
- Bid Package 3 – Stations, Signals, Paving, Lighting, Fiber, Curb Ramps  
\$108,112,200 (Overall ~40%) (+8%)  
Phase 1– 99% (+6%); Phase 2– 85.5% (+63%); Segment B-Zones 3-6 (6%)



# Construction Delivery Organization



## LEGEND

AC Transit	PTG
External	A2V
WSP	Chow
LLA	

## Authority Control

- 1: Schedule
- 2: Contract Change Order
- 3: Contract Management
- 4: Utility Relocations
- 5: Design Mgmt
- 6: Program Management

\*Liaison to City Partners



## Construction Progress Since Last PSC 5.31.18

- Achieved Interim Condition Status: (+4)
  - Previous: Zones 8,10; Current: Zones 11, 12,13 & 14
- 18 platforms in Interim Condition Status or in construction (+3):
  - San Leandro (7): Durant, Downtown NB, Downtown SB, Civic Center NB, Civic Center SB, Georgia Way SB, Georgia Way NB
  - Oakland (11): High Street, 48th Ave, 67th Ave, 73rd Ave, 77th Ave, 82<sup>nd</sup> Ave, 86th Ave, 90th Ave, 95th Ave, 98<sup>th</sup> Ave, 103rd Ave
- Completed numerous additional work areas in Phases 1 and 2 - Zones 11, 12, 13 and 14 including paving and station areas
- Completed almost all HMA paving requirements in Segment A except mill and overlay





## Construction Progress Since Last PSC 5.31.18 Cont...

- Started work in Segment B Zones 3, 4, 5, 6 in mid-August. More than 30 work areas completed or under construction
- City issued permit to start work in Zone 9
- Continued zone recons, ramp layouts, demo limit layouts, USA markings in Segment B
- Started the 4-location, EBMUD waterline relocation project in Segment B
- Station Canopies delivered: 8 small, 5 medium, 0 large
- Art enhanced windscreens and handrails in progress and on schedule to start installation Summer 2019



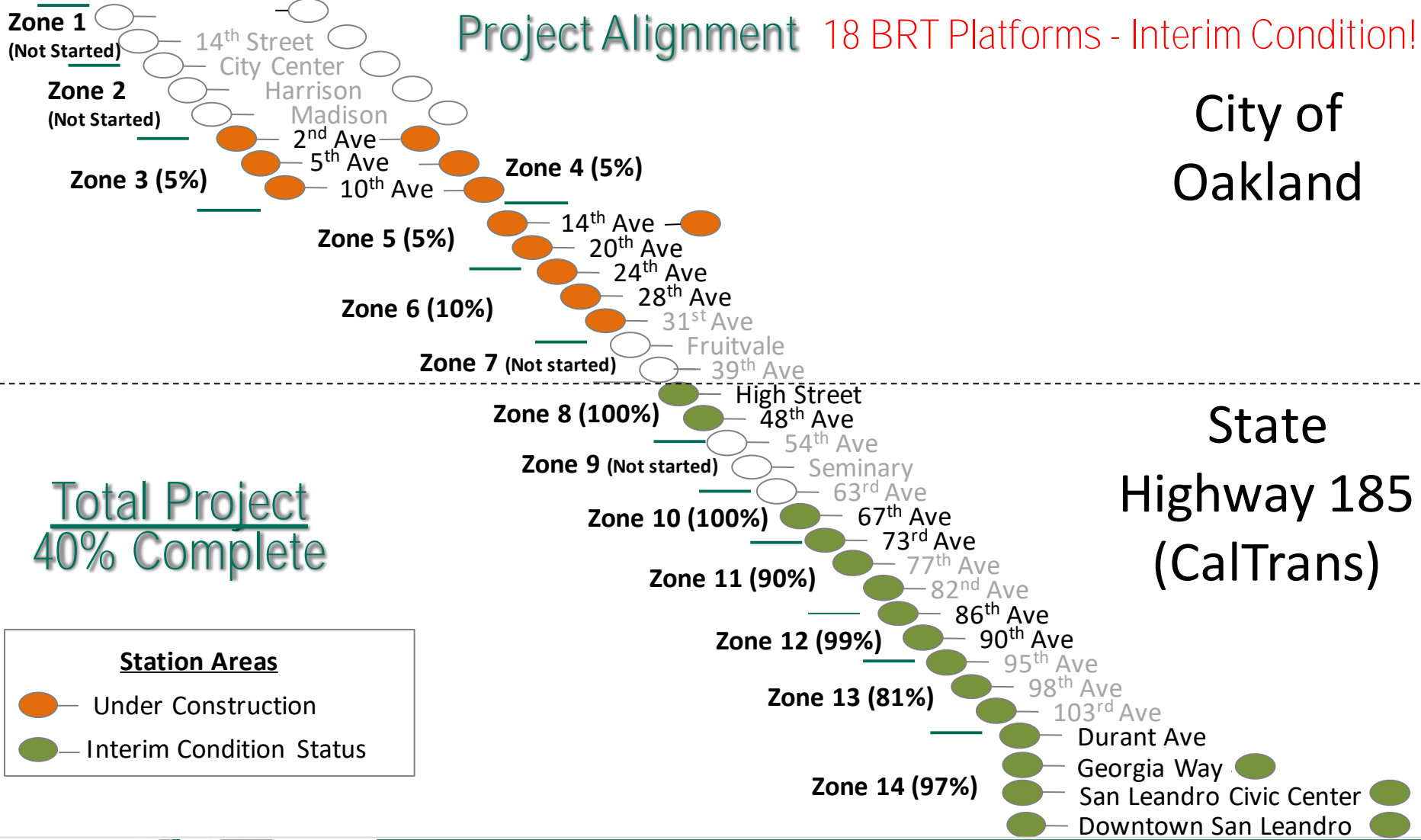
# Paving and Canopy Installation

## Canopy Installation – Segment A

- Start early November
- Install 1 Canopy per Day
- Install by order of Zones 8 / 10 / 12 / 13 / 14
- Complete Segment A by end of November 2018

## Curb to Curb Paving – Segment A

- Grinding to start late October
- Paving to start early November
- Paving to take 10 to 15 shifts to complete i.e. 10 to 15 working days



East Bay Bus Rapid Transit

**Downtown Oakland to San Leandro**  
**International Blvd to East 14<sup>th</sup> St**

# Construction Progress Summary

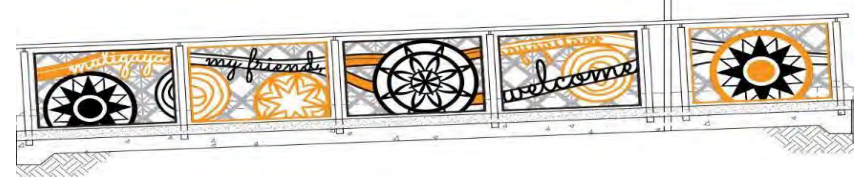
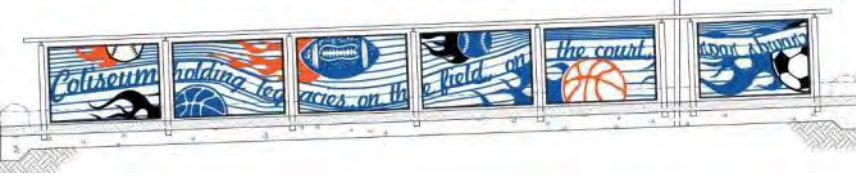
2018		August	September
Zones Progress (14 Total)	Interim Status	2	6
	In-Construction Status	6	5
Platform Progress (46 Total) (+3)	Interim Status	10	18
	In-Construction Status	8	0
Signals & Lighting ( + 8.3%)	Segment A	34.5%	36.2%
	Segment B	1%	1%
Communication Systems (+ 7.9%)	Segment A	14.7%	17.9%
	Segment B	1%	1%
Polycarbonate Canopy (46 Total) (+34.5%)	Fabrication	41%	55%
	Installation	0	0
Artistic Enhancement (Handrails & Windscreens) (+30.6%)	Fabrication	66%	68%
	Installation	0%	0%

<b>Total</b>	<b>36%</b>	<b>40%</b>
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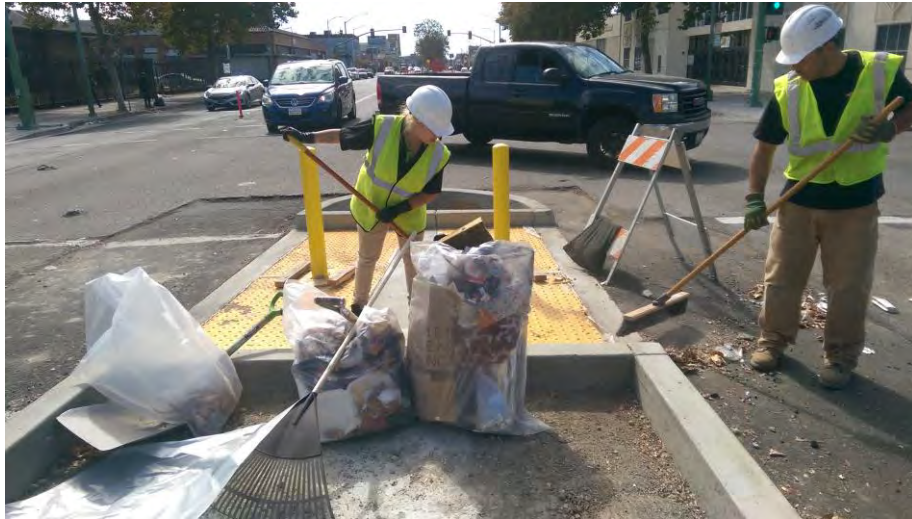
Segment A: 42nd Ave to San Leandro Transit Center

Segment B: 20th St @ Broadway to 42nd Ave





## Supplemental Trash Removal Initiative

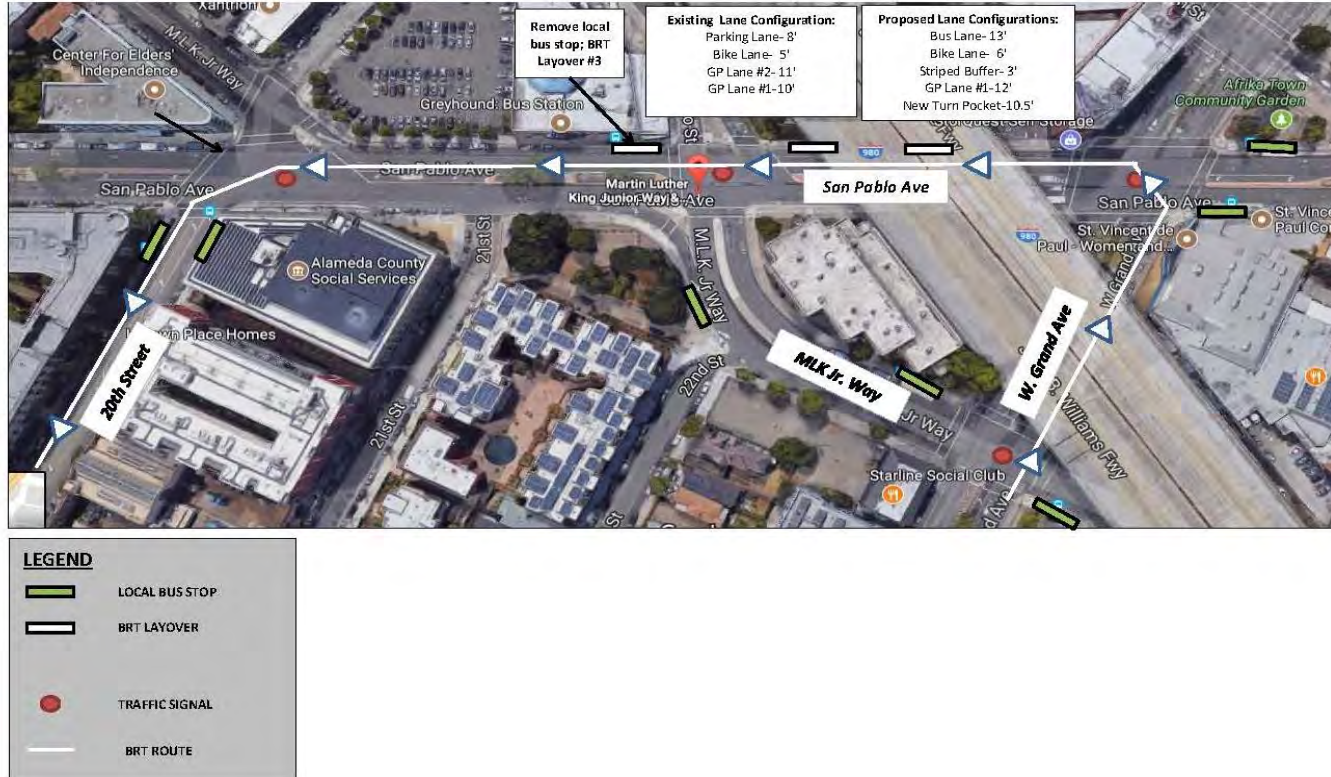


Since the last Policy Steering Committee meeting, at the direction of AC Transit, OC Jones assigned specialty sub-contractor *Serv-Pro* to provide weekly service to remove municipal/public trash accumulating in and adjacent to active/inactive construction areas. OC Jones continues to remove and dispose of construction debris generated from construction activities per contract.

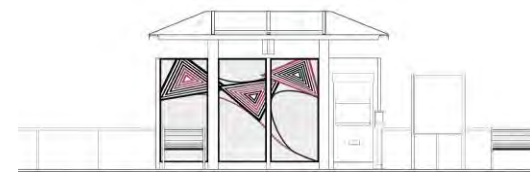
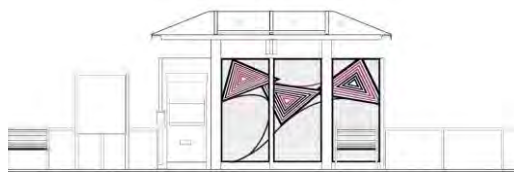
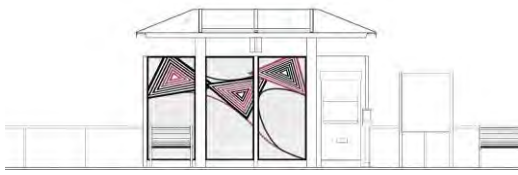


# Construction Progress – Northern Layover Facility

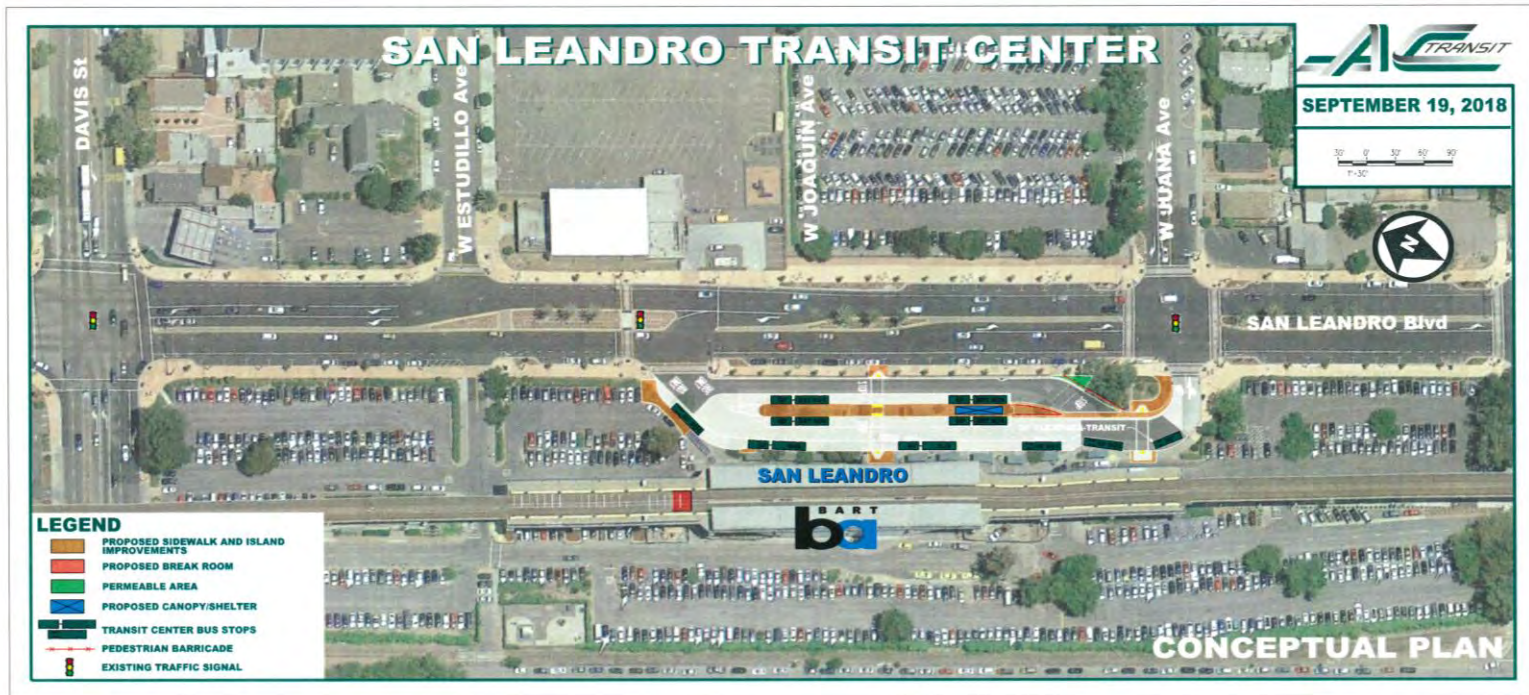
BRT Northern Layover Alternative- San Pablo Ave between W. Grand and 20th Street



The Northern Layover location will be on-street along San Pablo Avenue between West Grand Avenue and 21st Street. The City and AC Transit staff have agreed on a basic concept, which includes layover space for three buses, a protected bike lane, a lane reduction, and minor signal modifications. The design effort should be completed in 4<sup>th</sup> quarter 2018 with construction following in early 2019.

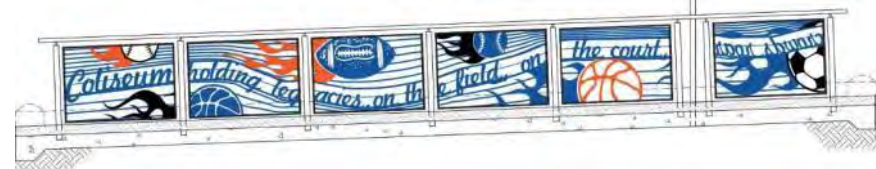
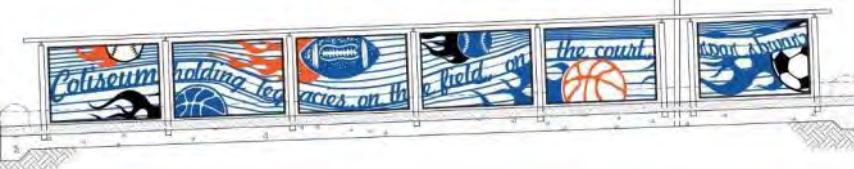


# Construction Progress – San Leandro Transit Center

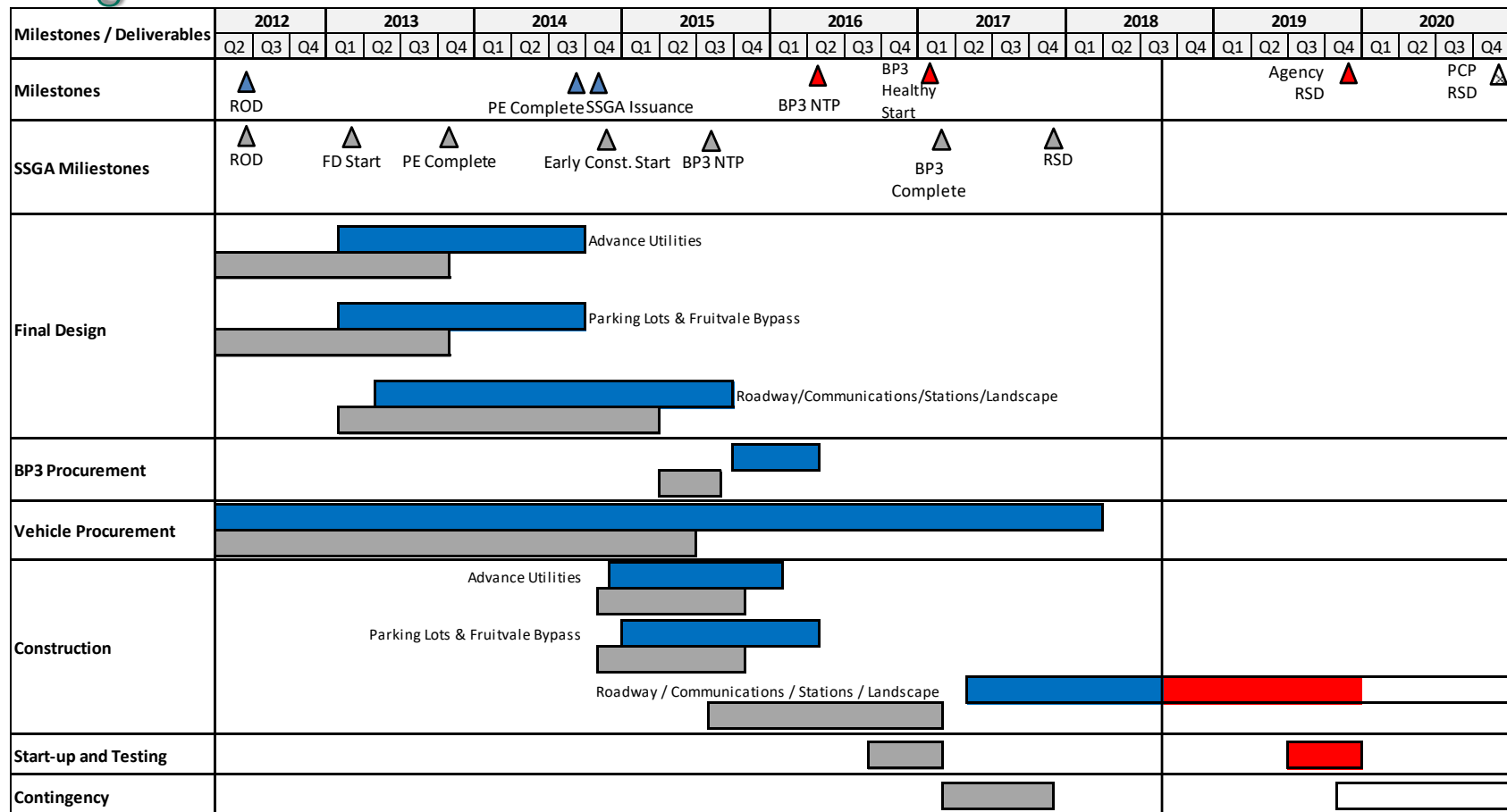


OC Jones will begin construction once pricing is finalized and permits are obtained from BART. Construction is expected to take 6 months to meet a planned completion date of 7/31/2019. The project team continues to work with stakeholders to resolve issues around shuttle parking.





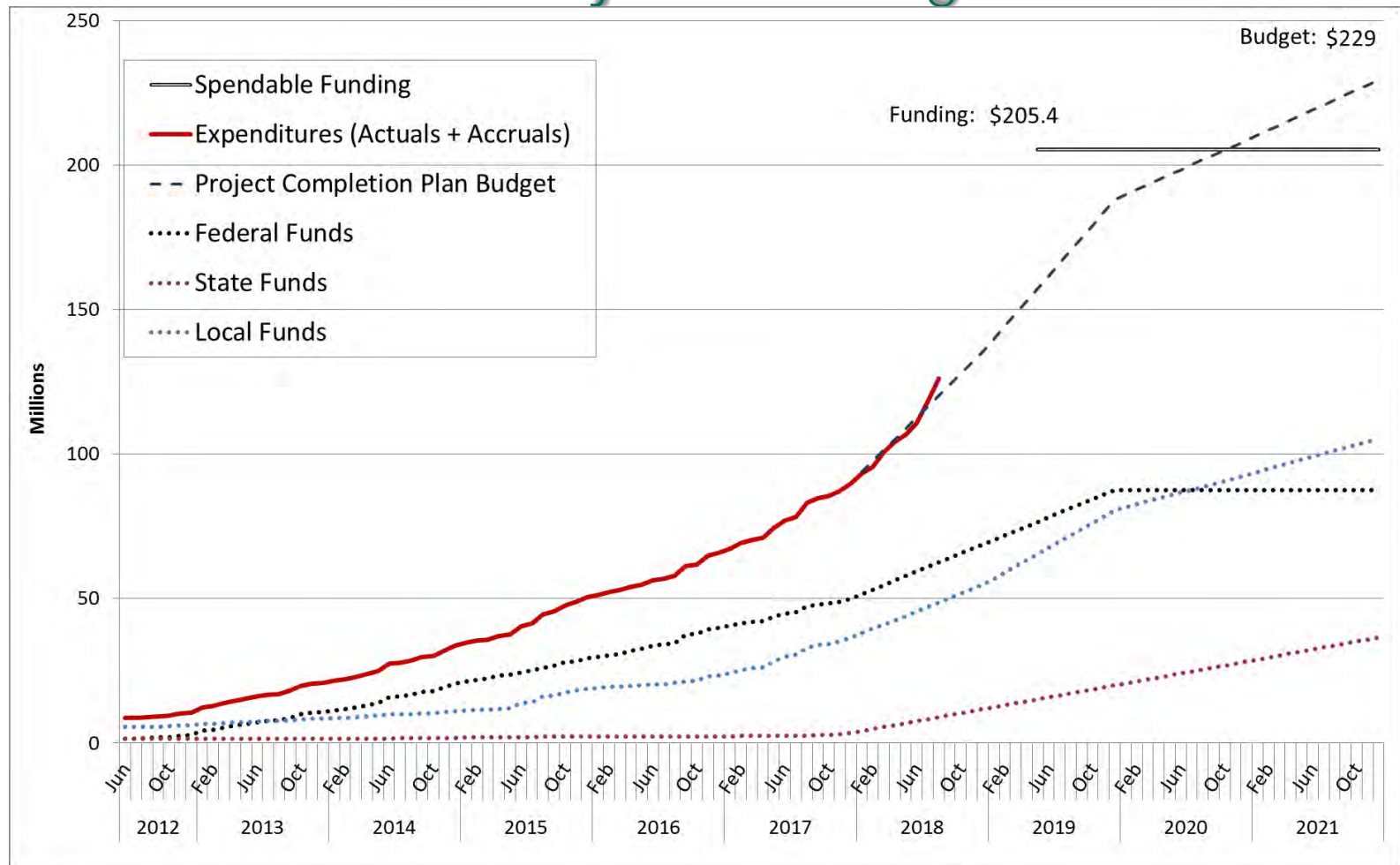
# Program Schedule



Critical Path

SSGA Baseline

# Project Funding



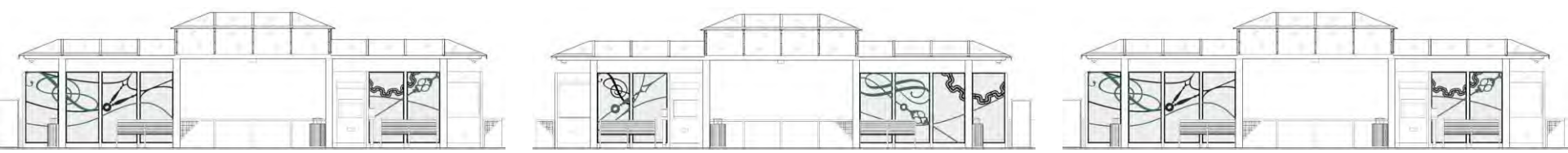


# Project Management and Construction Budgets

Service Type	Vendor	Contract Value	Paid to Date	Remaining	Invoice Period
Construction Contractor	O.C. JONES & SONS, INC.	\$108,112,000	\$46,183,206	\$61,928,794	July
Design Services During Construction	PARSONS TRANSPORTATION GROUP	\$7,203,206	\$4,815,429	\$2,387,777	July
Construction Project Management	WSP INC	\$5,272,336	\$0	\$5,272,336	N/A
	CH2M HILL INC	\$6,791,823	\$5,401,681	\$1,390,142	May
Public Outreach Services	L. LUSTER & ASSOCIATES, INC.	\$1,521,624	\$1,395,270	\$126,354	July
		\$982,621	\$0	\$982,621	N/A

- Construction Contractor budget through project completion.
- Design services contract budget through project completion.
- Notice To Proceed (NTP) for new CM and Outreach Contracts were issued on August 1, 2018.

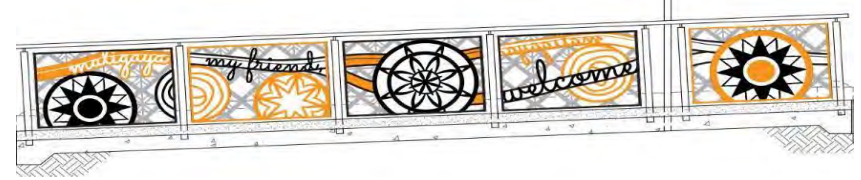
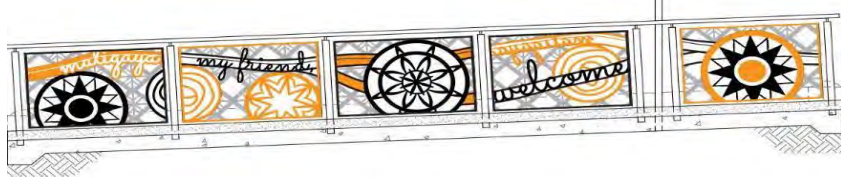




## Public Outreach Team's Focus

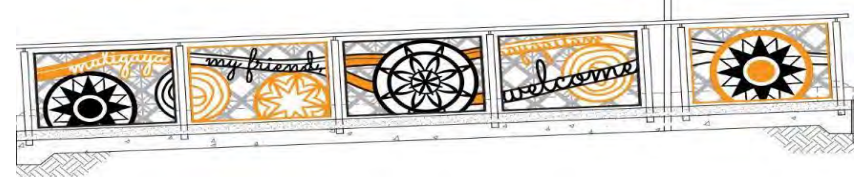
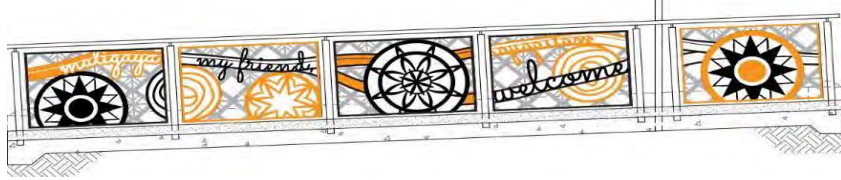
- Inform Businesses of Upcoming Work and Projected Timeline
- Once work begins, regular check-ins and updates
- Coordination between stakeholders and project team to help minimize disruptions
- Daily Troubleshooting
  - Parking, Business Access, Driveways, Modifications
- Electronic Updates
  - Social Media, eNews, Outside Newsletters, Website
- Biggest Concerns
  - Parking Impacts
  - Community wants project done faster





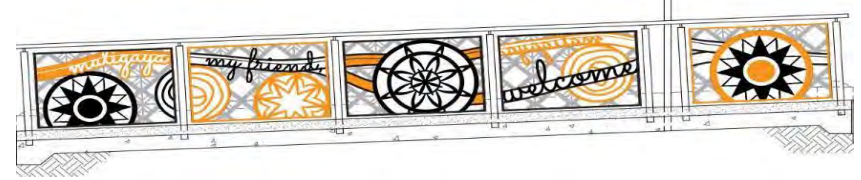
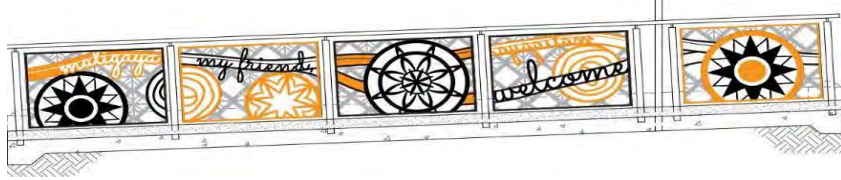
## Public Outreach: May – June, 2018

May 02 – Allen Temple Residents Construction Sequence Meeting	June 02 – San Leandro Cherry Festival
May 03 – Allen Temple Arms I & II Senior Living Facility Produce Market	June 06 – Oakland Police Beat 35X Neighborhood Crime Prevention Council (NCPC) Meeting
May 04 – Allen Temple Gardens Senior Living Facility Cinco de Mayo Luncheon	June 09 – East Oakland Building Healthy Communities – Neighborhood Action Team Meeting
May 10 – Allen Temple Arms I & II Residents Council Meeting	June 12 – Allen Temple Arms I & II Residents Council Meeting
May 18 – East Oakland Youth Development Center Project Update	June 22 – Broadmoor Plaza Senior Living Facility Annual Residents Patio BBQ
May 21 – AC Transit and Allen Temple Leaders Meeting	June 23 – Third Annual Oakland Family Festival
May 21 – San Leandro City Council Meeting	June 28 – San Leandro Truth Thursday
May 24 – San Leandro Truth Thursday	June 30 – San Leandro Police Department's "United 4 Safety Open House"



## Public Outreach: July – August, 2018

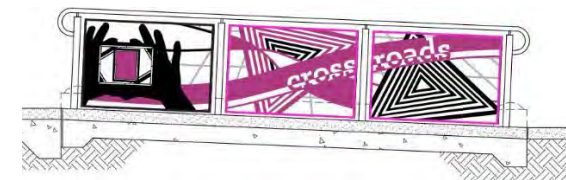
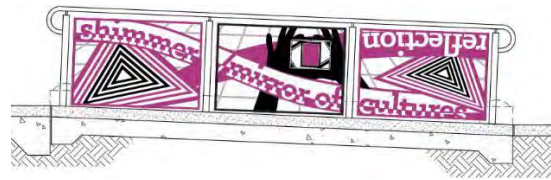
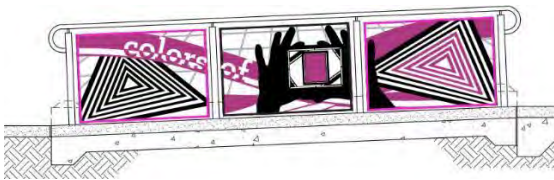
July 05 – Allen Temple Arms I & II Senior Living Facility Produce Market	August 11 – Allen Temple 41 <sup>st</sup> Annual Health & Job Fair
July 06 – Lao Family Community Development Center Presentation	August 14 – The San Leandro Kiwanis Club
July 09 – San Leandro Town Hall Meeting	August 14 – Koreatown-Northgate Community Benefit District Board of Directors
July 10 – Allen Temple Arms I & II Senior Living Facility Residents Council Meeting	August 14 – Allen Temple Arms I & II Residents Council Meeting
July 11 – Presentation to Property Manager and Businesses at 410 12 <sup>th</sup> Street	August 14 – Business Technical Assistance Community Outreach Meeting (Part 1 of 2)
July 13 – Native American Health Center Grand Opening	August 15 – Business Technical Assistance Community Outreach Meeting (Part 2 of 2)
July 25 – San Leandro Chamber of Commerce’s “San Leandro by Design – Part 2”	August 18 – Allen Temple Baptist Church 2018 Disability Resource Summit
July 26 – San Leandro Truth Thursday	August 22 – Latino Business Networking Group Presentation
July 26 – Oakland Rotary Club	August 23 – San Leandro Truth Thursday
July 29 – East Oakland Youth Development Center’s 14 <sup>th</sup> Annual “Something for Everyone” Awards Ceremony	August 25 – Oakland Chinatown Street-Fest
August 01 – Uptown/Gold Coast Neighborhood Crime Prevention Council (NCPC) Presentation	August 29 – San Leandro Chamber Multi-Cultural Business Mixer



## Construction Careers Outreach: May – August, 2018

May 23 – Oakland Adult Job Fair	July 18 – Construction Careers Presentation to La Familia
May 31 – Rising Sun Alumni Night	July 19 – Cypress Mandela Training Center Pre-Apprentice Graduation
June 08 – Building Opportunities for Self-Sufficiency (BOSS) Construction Careers Presentation	August 01 – Construction Careers Presentation to La Familia
July 03 – Rising Sun Energy Center Construction Careers Presentation	August 11 – Allen Temple 41 <sup>st</sup> Annual Health & Job Fair
July 11 – Roots Community Health Clinic Event	August 22 – Roots Community Health Clinic and Alameda Social Services Economic Empowerment Job Fair
July 16 – Career and Technical Trades and Apprenticeship Meeting	





**San Leandro  
Chamber Multi-  
Cultural Mixer**

**Oakland Library Adult Job Fair**



**Oakland Family Festival**



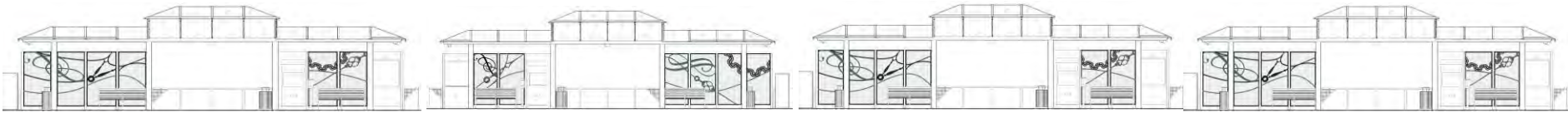
**Oakland Chinatown Street-fest**



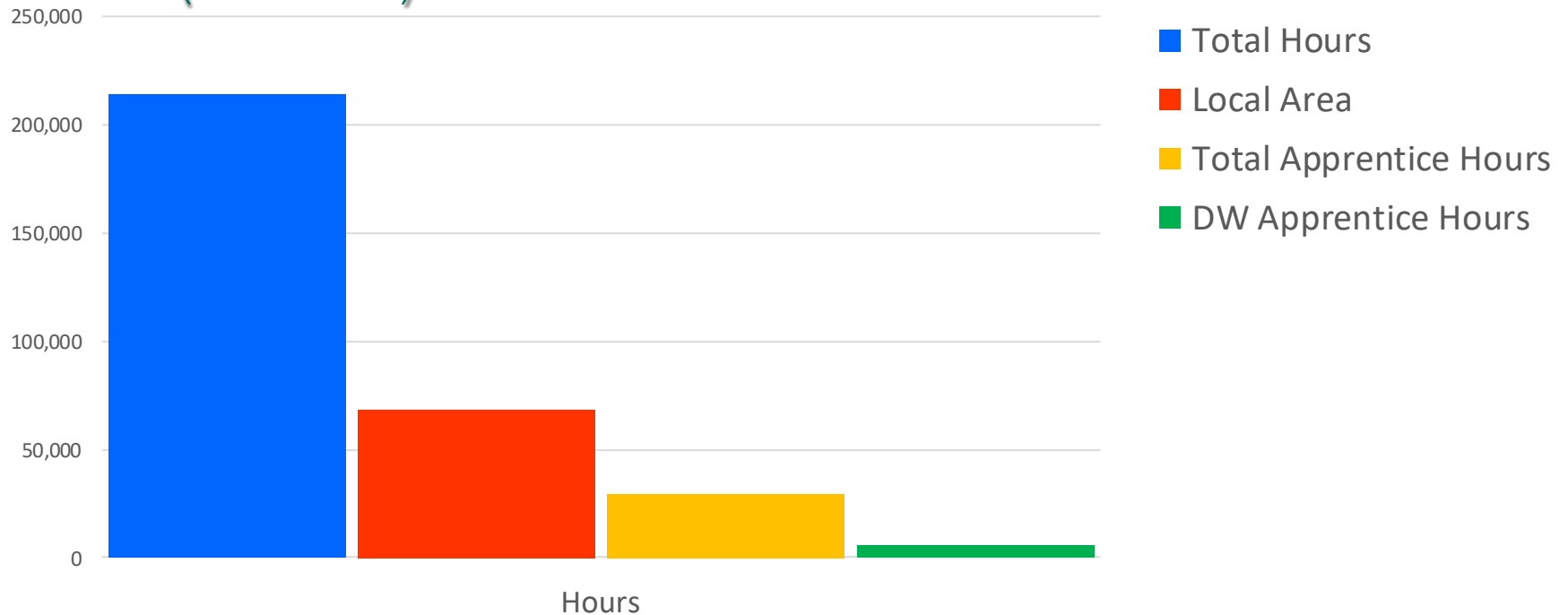
**Allen Temple Baptist Church Holistic Health & Job Fair**



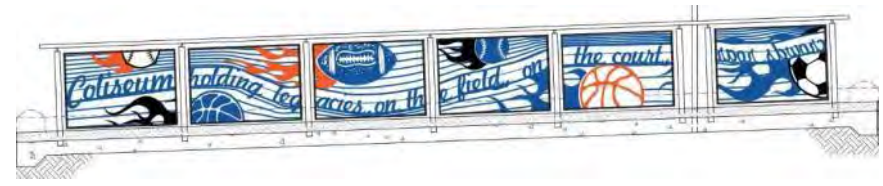
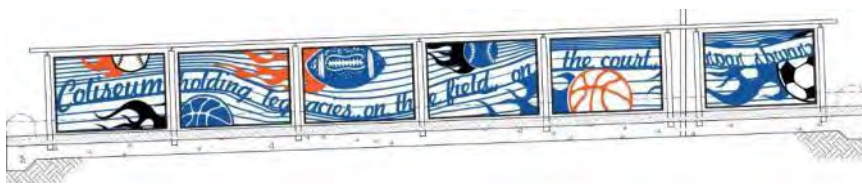




## Project Labor Agreement / Construction Careers Policy (PLA/CCP) Workforce Utilization Thru 08-31-18



- Total Project Hours: 213,530
- Total Local Hire Work Hours: 73,356 (Actual: 34.35% , Goal: 50%) – includes offsite credit
- Total Apprentice Hours: 29,561 (Actual: 13.84% , Goal: 20%)
- Total Disadvantaged Worker Hours: 5,632 (Actual: 19.0% , Goal: 25%)



## Oakland – San Leandro Residents' Hours

JURISDICTION	No. Of Workers	WORK HOURS	PERCENTAGE OF LOCAL
Oakland	94	59,287	87%
San Leandro	17	9,202	13%

Data through 8/31/18 as of 9/17/18

## BRT Bid Package III DBE Utilization

Contract Type	DBE Payments	DBE Payment Percentage	Project DBE Goal	Number of DBE Subcontractors
Construction Contract	\$3.8M	9.01%	8%	13
Professional Services	\$2.8M	Various	Various	12

Data through 8/31/18 as of 9/17/18

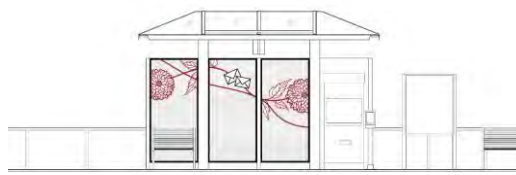


## Sponsorship and Naming Rights Update

- Continuing to work with consultant to identify potential sponsors

## Branding Update

- Meeting with artists to coordinate rollout and timing of branding and artistic enhancements
- Creative and photography services to develop the design are in the solicitation process



# Recap and Adjourn



Final Thoughts?

Date for Next Policy Steering Committee Meeting



# Special Meeting of the East Bay Bus Rapid Transit Policy Steering Committee

## MINUTES

Thursday, October 5, 2017

2:00 p.m.

2<sup>nd</sup> Floor Board Room

1600 Franklin Street

Oakland, California 94612

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**PSC Members:**

***AC Transit:***

President Elsa Ortiz, Chair

Director Greg Harper

Director H. E. Christian Peeples

***Alameda County (Ex Officio):***

Supervisor Nate Miley

***Metropolitan Transportation Commission/Caltrans:***

District Director Bijan Sartipi

***City of Oakland:***

Council Member Rebecca Kaplan

Council Member Noel Gallo

***City of San Leandro:***

Mayor Pauline Cutter

Council Member Corina Lopez

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The East Bay Bus Rapid Transit Policy Steering Committee held a special meeting on Thursday, October 5, 2017. The meeting was called to order at 2:05 p.m. with Chair Ortiz presiding.

**1. Roll Call**

**Committee Members Present:**

President Elsa Ortiz, Chair

Director Mark Williams (alternate for Director Peeples)

Director Greg Harper

Councilmember Rebecca Kaplan

Councilmember Noel Gallo

Councilmember Corina Lopez

**Committee Members Absent:**

Director H. E. Christian Peeples

Mayor Pauline Cutter

Supervisor Nate Miley

Caltrans District Director Bijan Sartipi

**AC Transit Staff Present:**

General Manager Michael Hursh

General Counsel Denise Standridge

District Secretary Linda Nemeroff

Executive Director of Planning and Engineering Ramakrishna Pochiraju

**2. Public Comment** *(For items not on the agenda. Two minutes are allowed for each speaker.)*

There was no public comment offered.

**3. Consider Approving the BRT Policy Steering Committee Minutes of June 29, 2017.**

MOTION: KAPLAN/HARPER to approve the minutes as presented. The motion carried by the following vote:

AYES:5: Kaplan, Harper, Gallo, Lopez, Ortiz

ABSTAIN:1: Williams

ABSENT:3: Miley, Sartipi, Cutter

**4. Chair's Report on Pertinent Actions of the AC Transit Board of Directors.**

Chair Ortiz reported on the following:

- Significant advancement of construction in Segment A of the Project, including signal pole and street light upgrades in Zones 8, 10, and 12;
- First station platform shell under construction at 72<sup>nd</sup> Avenue in Oakland;
- Waterline relocation in Zone 14 in San Leandro completed in August with most outside area improvements and signal pole and street light upgrades completed;
- Two curbside station platform shells at Civic Center (Northbound) and in Downtown San Leandro nearing completion;
- Traffic control plans in the final stages of approval;
- The BRT Community Outreach Program's effectiveness in addressing construction impacts in collaboration with the City of Oakland's Technical Assistance teams to optimize the overall support to the community; and
- Efforts to improve hiring levels in order to meet required goals.

**5. BRT Project Updates:**

*[The PowerPoint presentation given at the meeting is incorporated into the file by reference.]*

**a. Construction Progress Update.**

Director of BRT David Wilkins presented an overview of construction progress in San Leandro and Oakland. He also gave an update on the "30 in 31 Campaign" which proposed to complete work in 30 areas during the month of August, advising that 75% of the work had been completed with the remainder being finished in September.

In addition, Mr. Wilkins reported that 17% of the project had been completed to date, anticipating that permits would be approved for all remaining zones before the end of the year. He further advised that professional services agreements set to expire in April 2018 would be brought to the AC Transit Board for extension through the end of the Project. An overview of the timeline for schedule mitigations was given and assistance

was sought from the City of Oakland to expedite and streamline operations by allowing work on evenings and weekends as well as allowing work in adjacent zones. He further highlighted the enhanced community benefits of the project, including new storm drains, sidewalks, signals, etc.

Councilmember Kaplan asked about the issue of getting permission from the City of Oakland to extend the construction schedule, noting a willingness to facilitate city council action if necessary. Mr. Wilkins advised that staff was working with Public Works staff that, in turn, would work through the City Administrator to bring the matter to the council. General Manager Michael Hursh advised that the larger request was the ability to work in adjacent zones, noting that businesses along the corridor would like construction to move faster and AC Transit staff was working cooperatively with City staff to bring this issue to the council in the coming weeks. He added that he would need assurance from the contractor to ensure they could work at the pace necessary.

Councilmember Lopez offered that businesses were providing a mix of feedback. She urged the District to help free-up parking during periods when construction work was not taking place, and requested that parking be freed up if construction was not taking place for more than 48 hours. She added that a formal letter would be forthcoming to AC Transit about this issue.

President Ortiz asked for clarity on the start of revenue service and was advised that it was December 2019. She also pointed out that the extension of contracts would contribute to further project deficits. Mr. Hursh advised that the project had to conclude in December 2019, and it was in everyone's best interest to accelerate the progress.

Councilmember Gallo commented on the concerns raised over the timeline, seeking assurance that the project had remained unchanged.

Councilmember Kaplan agreed that it was essential not to block parking and not to start work and then leave it unfinished for weeks at a time.

**b. Community Outreach Update.**

External Affairs Representative Claudia Burgos gave an update on community outreach activities along the corridor, including complaint resolution and troubleshooting temporary construction impacts. She also went on to share the stories of two individuals, one of which had completed a training program and went on to become a staff member for Rising Sun Energy Center and another that had found employment with Van Guard Construction.

Director Harper and Councilmember Kaplan felt it would be better if staff focused on being an ombudsman for the businesses in helping to resolve issues encountered along the corridor. Director Harper requested that the next report concentrate on answering concerns raised by businesses in the area.

Councilmember Kaplan felt the immediate issue was to resolve the concerns being raised by businesses. Outreach about the launch of the service should occur down the road and include Ecopass, maps and other information about the service. She requested that the General Manager work with the team on work assignments at different phases of the project.

President Ortiz commented that while she agreed with outreach to businesses, the District was also under pressure from community groups to make sure hiring goals were fulfilled, especial with respect to local, minority, and disadvantaged workers.

Mr. Hursh pointed out that a lot of transit users were being inconvenienced by the project and it was important to promote its benefits as a transit improvement to riders. In addition, he advised that there were two staff members assigned to address the specific concerns raised by Director Harper.

Councilmember Lopez felt the immediate priority during construction was the concerns of the business owners who were just trying to survive. One business has indicated to the City of San Leandro that it has filed a claim with EBMUD.

Ms. Burgos responded that staff was in field daily talking with businesses and responding to concerns, adding that requests from businesses were brought to the contractor and the rest of the team to determine what accommodations could be made.

Director Williams echoed the concerns raised by President Ortiz with respect to providing employment opportunities to local, minority, and disadvantaged workers.

Councilmember Gallo asked if Ms. Burgos was working in direct coordination with other organizations providing outreach to businesses. Ms. Burgos advised that her team collaborated with the technical assistance teams, New America, and Mason-Tillman Associates, but did not manage them. Representatives from the various organizations also attend weekly construction progress meetings.

Councilmember Gallo further asked when action would need to be taken by the City of Oakland to help advance the construction schedule, adding that the project, once built, was needed in Oakland and would have a lasting impact. Mr. Hursh advised that if City of Oakland staff determines council approval is required to work concurrently in adjacent zones it would be brought to the City in the next quarter. He added there was financial pressure to finish the project on time, and to that end, AC Transit would hire a financial consultant and was prepared to assume up to \$20 million of debt. Anything that could be done by the cities to speed up the project would be helpful.

c. Project Labor Agreement, Construction Careers Policy and Hiring Update.

Contracts Compliance Administrator Phillip McCants presented an overview of progress achieved toward meeting workforce goals as well as the offsite local hire credit program



for contractors, hiring initiatives and planned activities for the fourth quarter. He also noted that the Project's Disadvantaged Business Enterprise goals were being exceeded.

Councilmember Kaplan expressed appreciation for staff's efforts in this area.

Director Harper requested that staff's next report detail what the unemployment rate was when the goals were set versus what they are now.

Councilmember Lopez was thankful for the progress made in San Leandro thus far and was encouraged to see more progress in the future.

Councilmember Kaplan advised that the African American unemployment rate was 2.5 times higher than the white unemployment rate. It was further suggested that perhaps AC Transit work with Cypress Mandela on a hiring program specific to bus operators or truck drivers.

**6. Schedule Date and Time of Next Meeting.**

The next meeting was tentatively scheduled for January 11, 2017, at 2:00 p.m. The District Secretary is to poll the members on the date and any alternative dates recommended by staff.

**7. Future Agenda Items/Review List of Pending Items.**

Councilmember Lopez requested information on the process related to business impact fees, seeking clarification of the process at the local level as to where merchants should go for assistance.

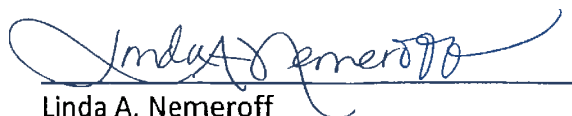
Councilmember Lopez invited staff to give an overall project update to the San Leandro City Council.

Councilmember Kaplan made an informal request for information on the dollar amount per year of sponsorship necessary to provide free rides on BRT.

**8. Adjournment**

There being no further business to come before the Committee, the meeting adjourned at 3:14 p.m.

Respectfully submitted,



Linda A. Nemeroff  
District Secretary

# Meeting of the East Bay Bus Rapid Transit Policy Steering Committee

## MINUTES

Thursday, February 15, 2018

2:00 p.m.

2<sup>nd</sup> Floor Board Room

1600 Franklin Street

Oakland, California 94612

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**PSC Members:**

**AC Transit:**

President Elsa Ortiz, Chair

Director Greg Harper

Director H. E. Christian Peeples

**Alameda County (Ex Officio):**

Supervisor Nate Miley

**Metropolitan Transportation Commission/Caltrans:**

District Director Bijan Sartipi

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**City of Oakland:**

Council Member Rebecca Kaplan

Council Member Noel Gallo

**City of San Leandro:**

Mayor Pauline Cutter

Council Member Corina Lopez

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The East Bay Bus Rapid Transit Policy Steering Committee met on Thursday, February 15, 2018. The meeting was called to order at 2:06 p.m. with Chair Ortiz presiding.

**1. Roll Call**

**Committee Members Present:**

President Elsa Ortiz, Chair

Director H. E. Christian Peeples

Director Greg Harper

Councilmember Rebecca Kaplan (arrived at 2:14 p.m.)

Councilmember Noel Gallo

Mayor Pauline Cutter

Councilmember Corina Lopez

**Committee Members Absent:**

Supervisor Nate Miley

Caltrans District Director Bijan Sartipi

**AC Transit Staff Present:**

General Manager Michael Hursh

General Counsel Denise Standridge

District Secretary Linda Nemeroff

Executive Director of Planning and Engineering Ramakrishna Pochiraju

**2. Public Comment** *(For items not on the agenda. Two minutes are allowed for each speaker.)*

There was no public comment offered.

**3. Consider Approving the BRT Policy Steering Committee Minutes of October 5, 2017.**

The minutes were not acted on because there were not enough Committee members present (at the time the minutes were considered) who had also attended the last meeting. The minutes will be placed on the agenda for the next Committee meeting.

**4. Chair's Report on Pertinent Actions of the AC Transit Board of Directors.**

Chair Ortiz reported on the following:

- Completion of construction in the southern part of the corridor in East Oakland and San Leandro (Segment A);
- Completion of outside area improvements and signal pole and street light installations in Zones 8, 10, and 12 in Oakland;
- Eight BRT station platforms are in interim condition status or under construction; five in Oakland and three in San Leandro with work on another five platforms to start in the next few weeks;
- Endorsement by the City of Oakland of the District's new construction implementation plan which, would allow the contractor to perform work in more areas in order to complete the project sooner;
- Preconstruction surveying, potholing, exploratory investigations and utility relocations and adjustments under way in the remainder of the BRT corridor with major roadway work expected to begin in the summer; and
- Work by the BRT community outreach team to address construction impacts on local businesses and stakeholders along the corridor.

**5. BRT Project Updates:**

*[The PowerPoint presentation given at the meeting is incorporated into the file by reference.]*

- a. Construction Progress Update.**
- b. Project Challenges, Issues, Mitigations.**

Director of BRT David Wilkins gave an overview of construction progress to date, the project schedule and budget, and project challenges and mitigations. He also displayed a sample of the station artistic enhancement for members of the Committee and the public to view. In addition, the District's proposed plan for the northern layover facility was accepted by the City of Oakland in-concept and the value-engineering exercise for the San Leandro Transit Center was complete and would soon go out for bid. With regard to the program schedule and budget, Mr. Wilkins advised that staff was striving

for an earlier than projected revenue service date. He also reviewed highlights of the Revised Construction Implementation Plan before taking questions from the Committee.

With respect to costs, President Ortiz sought clarification on the areas where utility relocations were occurring (streets or platforms). Mr. Wilkins responded that utility relocations occurred on streets. Executive Director of Planning and Engineering Ramakrishna Pochiraju added that all utility relocations around curb lines and traffic signals were being completed as part of Bid Package 3, noting that the work being done in Segment A would not cost the District very much money because franchise rights from Caltrans had been secured in this area. However, costs associated with utility relocations in Segment B within the City of Oakland would be far greater because the District did not have franchise rights in this area. General Manager Michael Hursh added that as the BRT project progressed further into Oakland, the District would face more risk with respect to the cost of utility relocations.

Director Harper raised concern with the early delivery of the BRT buses and the expiration of vehicle warranties before the service even began. Mr. Hursh reported on staff's efforts to work with NewFlyer to delay the delivery of the vehicles and extend vehicle warranties by eight or nine months provided the vehicles were driven 10 miles a week. Director Harper was also concerned about the warranty related to the doors of the bus, which open and close frequently and were likely to have problems. Mr. Hursh advised that the buses were already being used for training and were similar to an articulated bus the District already operated. He added that the timing of the CAD/AVL, the vehicles, and the construction project were fairly well aligned.

President Ortiz expressed concern that the project was not progressing at a pace that would allow service to start by the end of 2019. Mr. Hursh advised that the City of Oakland had granted approval to move ahead with traffic signal replacement, advanced potholing for utility relocations, re-sequencing of the work, and was allowing work to occur in larger zones. He solicited help from the City of Oakland and further complimented their staff for their efforts to speed up the progress of the project.

Councilmember Kaplan advised that she had offered to have the Oakland City Council take action to authorize some of the changes at the last PSC meeting, but had been deferred. Mr. Hursh advised that staff was still working together to make progress and requested that the representatives from Oakland on the Committee continue to encourage staff to work with the District.

Councilmember Gallo commented that sales tax generation on International Boulevard had decreased significantly, and asked when the service would be operational. Mr. Hursh advised that the published date of completion was December of 2019, but could be completed sooner with cooperation from the weather and City staff. He added that President Ortiz's concerns about the cost of utility relocations were justified due to the lack of documentation on the location of underground utilities, which posed a significant risk to the project. Mr. Hursh solicited help from the City of Oakland with



regard to franchise rights and President Ortiz asked Councilmembers Kaplan and Gallo for their assistance in securing these rights. Councilmember Kaplan advised that due to the City of Oakland's charter, councilmembers were prohibited from directing staff; however, if there was something that could be done to make the project go faster, Oakland representatives on the Committee could introduce an action to go before the City Council. Mr. Hursh advised that Public Works staff had helped to restructure the work to make it go faster.

Director Peebles advised that he raised the issue of franchise rights at a recent breakfast sponsored by EBMUD and received a lot of push back. He added that EBMUD did not want AC Transit to have franchise rights because EBMUD would then be responsible to make repairs or upgrades to underground utilities.

With regard to the station art, President Ortiz asked if there would be protection from graffiti. Mr. Wilkins advised that the paint being used would be graffiti resistant.

Mayor Cutter asked about plans for signage at the San Leandro Transit Center and what BART could possibly do to help enhance signage, commenting that multiple buses would stop there as well as the Links shuttle. Mr. Wilkins advised that staff would research the question and follow-up with Mayor Cutter after the meeting. Director Peebles reported that BART is working on wayfinding at a number of stations, but was unsure if San Leandro was one of them.

With regard to the budget, Mr. Hursh advised that \$23 million was still needed to complete the project, but the total contingency deficit was at \$39 million. Director of Management and Budget Chris Andrichak advised that of the \$39 million, approximately \$25 million had been set aside. In addition, SB1 monies had been requested from the state.

Councilmember Lopez requested that the Committee receive an explanation of the funding for the project in Excel format for review at the next meeting.

Director Harper commented that instead of discussing "challenges and issues", staff should provide information to the Committee on "challenges and risks", noting it was important to know what risks lie ahead.

**No action was taken. The item was presented for information/discussion purposes.**

**c. Community Outreach Update.**

External Affairs Representative Claudia Burgos gave an update on community outreach activities along the corridor, including door-to-door outreach in the active construction zones, advanced outreach in the upcoming zones, and complaint resolution and troubleshooting construction impacts. She added that the two main themes staff hears from business owners are parking impacts and the need for quicker completion of the

project. She further commented on outreach communications to stakeholders and participation in community events.

President Ortiz asked if BRT information was available on each city's website. Ms. Burgos advised that the City of Oakland had a link to the District's website and that she would follow up with the City of San Leandro. She also reported on the recent flooding of the BRT Information Office.

**No action was taken. The item was presented for information/discussion purposes.**

**d. Project Labor Agreement, Construction Careers Policy and Hiring Update.**

Contracts Compliance Administrator Phillip McCants presented an overview of the progress achieved toward meeting workforce utilization goals and Disadvantaged Business Enterprise (DBE) utilization goals.

Councilmember Lopez asked why the number of hours worked by San Leandro residents was so low. Mr. McCants explained that the project goal was 50% and this percentage was a combination of both Oakland and San Leandro. Any combination of the two that reaches 50% meets the goal. It was also a reflection of who gets dispatched onto the project through the unions and the availability of workers. He added that Oakland had a larger pool of workers. President Ortiz asked what percentage of the project was in Oakland versus San Leandro. Mr. Wilkins responded that 85% of the project was in Oakland and the remainder was in San Leandro.

Councilmember Lopez also asked if the 63 workers listed in the report was the total number of workers on the project or if there were other workers employed that were not included in the total that were coming from cities other than Oakland and San Leandro. Mr. McCants advised that the 63 workers were local residents. There were also other workers on the project outside of this number, but he would need to get back to the Committee on the head count. Councilmember Lopez requested that information be provided on the actual percentage of the workforce that is local. Mr. McCants recounted that 31% of the workers were actually local as indicated on Slide #18.

President Ortiz asked if DBE figures presented included women. Mr. McCants advised that a DBE firm could be a woman-owned firm, but the main criteria was whether the firm was socially and economically disadvantaged.

**No action was taken. The item was presented for information/discussion purposes.**

*With regard to general matters, members of the Committee inquired about the following:*

Councilmember Kaplan asked what was being done to increase the availability of Clipper Cards. Mr. Hursh advised that the Metropolitan Transportation Commission does not

have the ability to add more vendors under the existing card program and continues to defer to Clipper 2. He advised that AC Transit will likely have to do its own Clipper card distribution. Councilmember Kaplan suggested that the various community meetings attended by staff provide an opportunity to sell Clipper cards for \$20. Staff advised that free Clipper cards were already being given away at community events. Councilmember Kaplan urged that cards with \$20 loaded onto them be sold at events.

Councilmember Lopez suggested that transit centers have a kiosk to purchase Clipper cards, which would be more convenient for transit users. Mr. Hursh explained the limitations of the existing Clipper card and gave an overview of the modernized features of Clipper 2.

Councilmember Gallo confirmed the revenue start date of December 2019, that the project was now 20% complete, and the need for approximately \$20 million to complete the project. Mr. Hursh advised that the District had acquired the services of three financial consultants to help find the funds necessary to complete the project.

Mayor Cutter advised that she wanted cooperation from Caltrans to re-pave an area of the roadway near the BRT Project since they would have to repave it anyway. She felt it might be prudent to meet with elected officials in Sacramento in order to motivate Caltrans to do the work.

**6. Schedule Date and Time of Next Meeting.**

The next meeting was scheduled for Thursday, May 31, 2018 at 2:00 p.m.

**7. Future Agenda Items/Review List of Pending Items.**


Director Harper requested an update on the status of sponsorships and naming rights at the next meeting.

Councilmember Lopez requested that the Committee receive an explanation of the funding for the project in Excel format for review at the next meeting.

**8. Adjournment**

There being no further business to come before the Committee, the meeting adjourned at 3:07 p.m.

Respectfully submitted,

  
Linda A. Nemeroff  
District Secretary

# Meeting of the East Bay Bus Rapid Transit Policy Steering Committee

## MINUTES

Thursday, May 31, 2018

2:00 p.m.

2<sup>nd</sup> Floor Board Room

1600 Franklin Street

Oakland, California 94612

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### **PSC Members:**

#### ***AC Transit:***

President Elsa Ortiz, Chair

Director Greg Harper

Director H. E. Christian Peeples

#### ***Alameda County (Ex Officio):***

Supervisor Nate Miley

#### ***Metropolitan Transportation Commission/Caltrans:***

James E. Davis, Acting District 4 Director for Caltrans

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### ***City of Oakland:***

Council Member Rebecca Kaplan

Council Member Noel Gallo

### ***City of San Leandro:***

Mayor Pauline Cutter

Council Member Corina Lopez

**The East Bay Bus Rapid Transit Policy Steering Committee met on Thursday, May 31, 2018.  
The meeting was called to order at 2:06 p.m. with Chair Ortiz presiding.**

### **1. Roll Call**

#### **Committee Members Present:**

President Elsa Ortiz, Chair

Director H. E. Christian Peeples

Councilmember Rebecca Kaplan

Councilmember Noel Gallo

Mayor Pauline Cutter

Caltrans Acting District Director James Davis

#### **Committee Members Absent:**

Supervisor Nate Miley

Director Greg Harper

Councilmember Corina Lopez

#### **AC Transit Staff Present:**

General Manager Michael Hursh

General Counsel Denise Standridge

District Secretary Linda Nemeroff

Executive Director of Planning and Engineering Ramakrishna Pochiraju



## 2. Public Comment

There was no public comment offered.

## 3. Chair's Report on Pertinent Actions of the AC Transit Board of Directors.

Chair Ortiz welcomed Caltrans Acting District 4 Director James Davis to the Committee, saying that the Committee looked forward to a renewed Caltrans presence as the BRT project forged ahead. She further reported on the following:

- 15 station platforms comprising 12 stations are either in interim completion status or under construction in Segment A;
- Zones 8 and 10 have reached interim condition status with primary curb return, roadway and station improvements complete;
- Zones 11, 12, 13 and 14 are nearing interim completion status with primary curb return, roadway, station improvements, signal pole and street light installations ongoing;
- Completion of preconstruction surveys, utility exploratory investigations and utility relocations and adjustments in Segment B with major roadway work in Zones 3, 4, 5, 6 and 7 expected to start this summer;
- The City of Oakland approved the District's request to allow work to occur in tandem between Segments A and B, in more than four zones at a time, including adjacent zones, which has opened the entire corridor for signal, lighting and communications installation work;
- The FTA has received the District's revised Project Completion Plan reflecting a conservative or pessimistic justifiable completion date and budget; however, the revenue service date remains unchanged (December 2019);
- The BRT community outreach team's ongoing efforts to address construction impacts on local businesses and stakeholders along the corridor; and
- Efforts by Contract Compliance staff to work with the BRT contractor to meet the required local hire and Disadvantage Business Enterprise goals.

## 4. BRT Project Updates:

*[The PowerPoint presentation given at the meeting is incorporated into the file by reference.]*

### a. Construction Progress.

### b. Project Funding. (Requested by Councilmember Lopez)

*[A handout containing the Standard Cost Category Build Sheet Summary and Funding Plan were provided at the meeting for the Committee's consideration.]*

Director of BRT David Wilkins gave an overview of construction progress to date, the project schedule and budget, funding, and project challenges and mitigations.

Councilmember Kaplan inquired about the location of the northern bus layover area. Mr. Wilkins reported that it was located on San Pablo Avenue between Grand and 20<sup>th</sup> Avenues, adding that some parking would be displaced in the area and that a traffic

study was underway which would lead to revised striping and signage plans. Work was expected to begin in August. There was also a homeless encampment nearby.

Director Peeples asked about the funding needed to finish the project. General Manager Michael Hursh advised that the scenarios presented represented the worst case funding scenarios and that staff was seeking grants and other funding mechanisms to minimize borrowing.

President Ortiz asked how much of the project was complete to date. Mr. Wilkins advised that about 30% was complete.

Caltrans Representative James Davis asked where in the report the amount of contingency for the project could be found. Mr. Wilkins pointed to the Standard Cost Category Build Sheet Summary, noting that the majority of the contingency was committed toward construction costs.

President Ortiz asked whether any of the contingency funds would be needed for professional services. Mr. Wilkins advised that the new contracts for community outreach and construction management services were likely to require some contingency; however, the amount was yet to be determined because the procurement process was in progress.

Caltrans Representative James Davis asked if the difference between the Optimistic Financing Scenario (\$206,913,348) and the Realistic Scenario (\$216,256,970) would come out of finance charges and unallocated contingency. Mr. Wilkins advised that the difference was the cost of an additional year until project completion.

No action was taken. The item was presented for information/discussion purposes.

**c. Ticket Vending Machines. (Requested by Councilmember Kaplan 3/30/17)**

Mr. Wilkins reported on the progress made toward procuring ticket vending machines, advising that vendor selection would occur in August with installation in June of 2019. Testing, commissioning and activation would start in August 2019.

Mayor Cutter asked if the ticket vending machines would be situated near cameras in well-lit areas as to not compromise passenger safety. Mr. Wilkins advised that the design called for four cameras on each platform, including one that would be installed over the ticket vending machine area.

Director Peeples asked if one of the ticket vending machines on display in the building had been selected for the project. Mr. Wilkins advised that the machines were brought in to educate staff in order to re-write the specifications as part of a value engineering exercise. The contractor, O.C. Jones, would then conduct a procurement based on the revised specification, with AC Transit making the final decision.

Councilmember Kaplan asked for a status update on earlier discussions to make the BRT service free for a period of time as well as efforts to work with businesses along the corridor to become Clipper vendors. Mr. Hursh advised that while staff was exploring these options, the Federal Transit Administration would require AC Transit to deliver what was committed to in the Small Starts Grant Agreement, which included the ability to purchase a fare at the platform. He added that staff was encouraged with both sponsorship and other opportunities to minimize fares.

Councilmember Kaplan inquired about the cost to purchase and maintain the machines, noting that an inexpensive machine could require more maintenance. Mr. Wilkins advised that staff's estimate was reduced through value engineering to approximately \$15,000 per unit, adding that the machines were fairly durable with relatively low maintenance. Councilmember Kaplan requested that when selecting a machine, ongoing operation and maintenance cost and reliability be kept in mind. Mr. Hursh advised that the District could not make a firm commitment at this point because the contractor still had to conduct the procurement; however, the contractor would be encouraged to examine a machine currently used by the City of Oakland.

With regard to Clipper access, President Ortiz commented that the District was dependent on the Metropolitan Transportation Commission (to expand the vendor network). Mr. Hursh advised that staff was investigating mobile fare payment for BRT.

Councilmember Kaplan reported that she had received complaints about, and had witnessed the slow pace of construction in some areas and the appearance of trash and litter at construction sites. Mayor Cutter shared that similar complaints were received in San Leandro; however, the stoppage in construction was due to underground utility work which required new plans to be drawn. She suggested that signage explaining the issue be posted so that businesses and neighbors know what is happening. Councilmember Kaplan maintained that aside from gaps in construction work for an unforeseen issue, the sites still need to be cleaned. Mr. Hursh agreed.

No action was taken. The item was presented for information/discussion purposes.

**d. Community Outreach.**

Director of Legislative Affairs and Community Relations Claudia Burgos gave an update on the outreach team's focus along the corridor, including communication with businesses on upcoming work and projected timelines, regular check-ins, outreach in the upcoming zones, and complaint resolution and troubleshooting of construction impacts. She further reported on community outreach events and introduced Steven Jones as the new BRT Outreach Team Manager.

Councilmember Kaplan mentioned that she received a message from a business along the corridor that was trying to get in touch with someone concerning access to their business. Ms. Burgos was familiar with the issue and said she would contact the

business owner. Councilmember Kaplan asked that staff remain sensitive to the concerns of business owners.

**Public Comment:**

Carmela Caramagno, who spoke on behalf of a business owner, commented on attempts to set up a meeting with the point of contact for business mitigations since April 13, 2018, with no results, adding that the business was going to be significantly disrupted. Clarification of the process was requested.

No action was taken. The item was presented for information/discussion purposes.

**e. Project Labor Agreement, Construction Careers Policy and Hiring.**

Acting Contracts Compliance Administrator Phillip Halley presented an overview of the progress achieved toward meeting workforce utilization goals and Disadvantaged Business Enterprise (DBE) utilization goals. He also reported on the hours worked by Oakland and San Leandro residents, adding that staff planned to present the offsite credit hours under the contract in the next report.

President Ortiz asked about the role of the special limited-purpose committee referenced by Mr. Halley during his presentation. Mr. Halley advised that the Committee worked in conjunction with the constituents from San Leandro and Oakland as well as the contractor to review the performance of the contract. President Ortiz asked about the Committee's reaction to the local hire figures, which she believed were positive. Mr. Halley advised that he would follow-up with a response after the meeting. Councilmember Kaplan commented that while the workforce numbers had improved, more work was needed and expressed an interest in efforts to improve them.

**Public Comment:**

Eddie Alvarez, Business Representative for the Building Trades Council and special limited purpose committee member, advised that the importance of the Project Labor Agreement was stressed to O.C. Jones, and over the last year, good faith efforts were made to hire more local residents. Efforts included work with the Cypress Mandela Training Center, Rising Sun, Oakland Unified School District and San Leandro Unified School District to fill vacancies on the project as soon as possible.

Councilmember Kaplan thanked everyone for their efforts.

No action was taken. The item was presented for information/discussion purposes.

**f. Sponsorships and Naming Rights. (Requested by Director Harper)**

Executive Director of External Affairs, Marketing and Communications Beverly Greene advised that staff was in the process of securing dedicated resources to promote the opportunity of BRT sponsorship and naming rights. While progress has been made, additional information would be forthcoming in future reports.



No action was taken. The item was presented for information/discussion purposes.

5. **Consider approving the BRT Policy Steering Committee minutes of October 5, 2017.**
6. **Consider approving the BRT Policy Steering Committee minutes of February 15, 2018.**

The minutes (Items 5 and 6) were continued to the next meeting.

7. **Schedule Date and Time of Next Meeting.**

The next meeting was scheduled for Thursday, October 4, 2018 at 2:00 p.m.

8. **Future Agenda Items/Review List of Pending Items.**

Councilmember Kaplan requested that staff investigate the issue of litter and debris at some of the construction sites and report back what is being done to address the problem.

Councilmember Kaplan asked that consideration be given to the installation of public restroom facilities at some key locations, such as the 20<sup>th</sup> & Broadway hub for the benefit of passengers and bus operators. President Ortiz asked if the City of Oakland would help the District, to which Councilmember Kaplan indicated that it would.

Councilmember Kaplan asked if the surface parking lots were open. Mr. Wilkins advised that the disposition of the parking lots rested with the Oakland City Attorney's Office, which had yet to sign off on a transfer agreement. Councilmember Kaplan advised that she would follow-up with City staff.

Councilmember Kaplan informed the Committee that the City of Oakland had begun efforts to address Transportation Network Companies, which undermine public transit and impede the public infrastructure. She urged collaboration on the issue, advising that the City was contemplating a tax and other measures to reduce their impacts.

Councilmember Gallo thanked staff for the work they were doing, but pointed out issues related to the timeline of construction (taking longer than expected) and the cleanliness of the affected construction areas. He asked for help from staff to make sure the contractor maintained a quality presentation while minimizing delays. He added that he and Councilmember Kaplan would follow up with the City Attorney regarding the parking lots.

9. **Adjournment**

There being no further business to come before the Committee, the meeting adjourned at 3:05 p.m.

Respectfully submitted,



Linda A. Nemeroff, District Secretary