



## 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, May 9, 2019  
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, May 9, 2019

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:**

Vice President Elsa Ortiz, Chair

Director Greg Harper

Director Joel Young

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

Supervisor Nate Miley

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

Tony Tavares, District 4 Director for Caltrans

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### **City of Oakland:**

Council President Rebecca Kaplan

Council Member Noel Gallo

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

Mayor Pauline Cutter

Vice Mayor 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 - Branding
  - e. BRT Service and System Security [Requested by Chair Ortiz]
5. Consider approving the BRT Policy Steering Committee minutes of February 7, 2019.
6. Schedule Date and Time of Next Meeting.
7. Future Agenda Items/Review List of Pending Items.
8. 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]

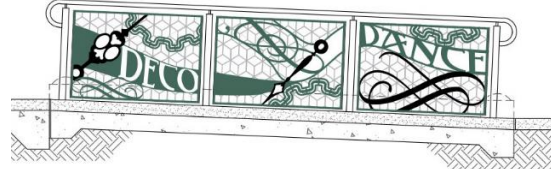
- Discussion of the colors for the buses, suggesting that yellow and green (Oakland A's colors) be considered. [Requested by Council President Kaplan – 3/30/17]
- Discussion about making the service free for the first year. [Requested by Council President Kaplan – 3/30/17]
- Discussion of alternatives 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]
- Discussion about the specifics related to segment of the project in Fruitvale in terms of construction mitigation, turn lanes and business assistance. [Requested by Council President Kaplan – 10/4/18]
- Discussion of possible sponsorship opportunities for bus head signs instead of providing free advertising for sports teams. [Requested by Council President Kaplan – 10/4/18]
- Discussion of ways AC Transit and the City of Oakland can further address the issue of parking [Requested by Councilmember Gallo -10/4/18]

# East Bay Bus Rapid Transit Project



## Policy Steering Committee Meeting

May 9, 2019



# Agenda

- Construction Progress
- Community Outreach
- Project Labor Agreement, Construction Careers Policy & Hiring
- Sponsorship & Naming Rights - Branding
- BRT Service and System Security



## Construction Progress Since Last PSC 2.7.19

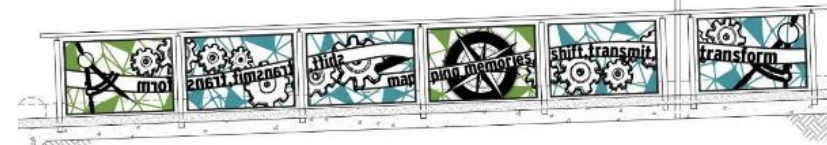
- On Time and On Budget
- Achieved Interim Condition Status:
  - Zones 8,10,11,12,13 & 14
- 34 platforms in Interim Condition Status or in construction (+15):
  - San Leandro: Seven (7)
  - Oakland: Twenty Seven (27)
- Large size , 48 foot canopies installed at 73<sup>rd</sup> Ave and High St. BRT stations.



## Construction Progress Since Last PSC 2.7.19 Cont...

- Completed fabrication of Art enhanced windscreens and handrails and scheduled for installation Summer 2019
- In Segment A fiber micro-duct installation is complete
- Continued zone recons, ramp layouts, demo limit layouts, USA markings, pole foundations, fiber conduit installation in Segment B
- EBMUD waterline relocation project in Segment B is complete clearing the way to build the 5<sup>th</sup> Ave NB station





**Zone 1**  
(Not Started)

**Zone 2**  
(Not Started)

**Zone 3 (60%)**

## Project Alignment

**34 BRT Platforms:**  
**Interim Condition or in Construction**

City of  
Oakland

**Zone 4 (64%)**

**Zone 5 (49%)**

**Zone 6 (52%)**

**Zone 7 (8%)**

**Total Project**  
**65% Complete**

**Zone 8 (100%)**

**Zone 9 (37%)**

**Zone 10 (100%)**

State  
Highway 185  
(CalTrans)

**Zone 11 (100%)**

**Zone 12 (100%)**

**Zone 13 (100%)**

**Zone 14 (100%)**

**Station Areas**

- Under Construction
- Interim Condition Status
- Utility Relocation Projects



East Bay Bus Rapid Transit

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



# Construction Progress by Activity

2019		Dec 2018	April 2019
<b>Zones Progress (14 Total)</b>	Interim Status	6	6
	In-Construction Status	5	6
	Paving Status	6	6
<b>Platform Progress (46 Total)</b>	Interim Status	18	20
	In-Construction Status	1	14
	Canopy Installation	16	18
<b>Signals &amp; Lighting</b>	Segment A	75%	97%
	Segment B	20%	45%
<b>Communication Systems</b>	Segment A	45%	80%
	Segment B	4%	25%
<b>Polycarbonate Canopy (46 Total)</b>	Fabrication	77%	90%
	Installation	16	18
<b>Artistic Enhancement (Handrails &amp; Windscreens)</b>	Fabrication	90%	100%
	Installation	0%	0%

Segment A: 42nd Ave to San Leandro Transit Center

**Total**

**57%**

**65%**

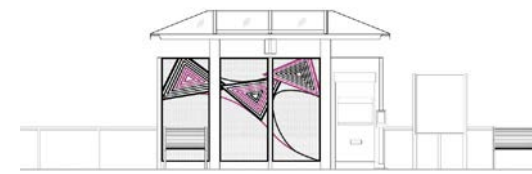
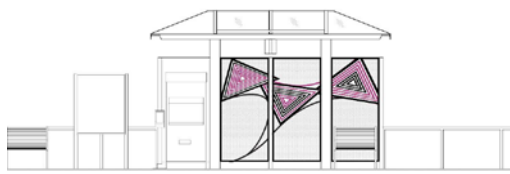
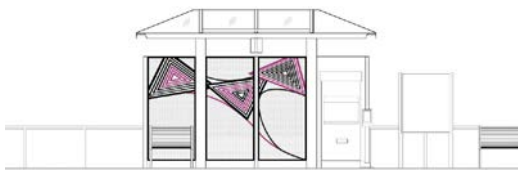
Segment B: 20th St @ Broadway to 42nd Ave

# Construction Progress – Northern Layover Facility

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



- Completed the CEQA and coordinating NEPA with FTA.
- Final Design is under review with City of Oakland and Caltrans
- Permit Applications are pending approval
- Construction duration is 2 months
- Construction is anticipated to start Summer 2019

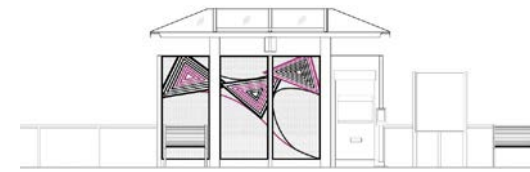
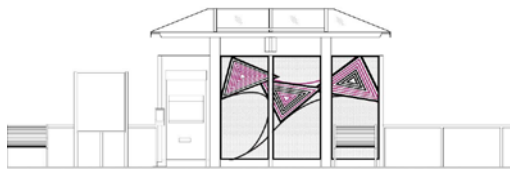
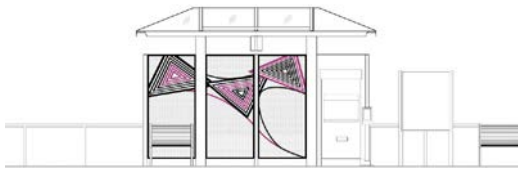


# Construction Progress – San Leandro Transit Center



OC Jones was issued a limited notice to proceed in March 2019, a full notice to proceed in April 2019 and construction is expected to start in May.





# Outreach and Rider Notification – San Leandro Transit Center

## PROJECTED TIMELINE

- Mid-May – Communications begin
- Late May – Construction begins
- Multiple Communication Phases based on Stop Changes and Impacts to Riders

## AUDIENCE

- AC Transit Riders & Operators
- BART Riders
- Shuttle Operators
  - Kaiser, City of San Leandro
- East Bay Paratransit
- Marea Alta Apartments
- Commuters
- Bicyclists

## COMMUNICATION METHODS

- Passenger Bulletins
- Social Media
- Website
- Station Signage
- At-Stop Signage
- BRT Outreach Team
- Transit Information Display
- Maps
- A-Frames at Station



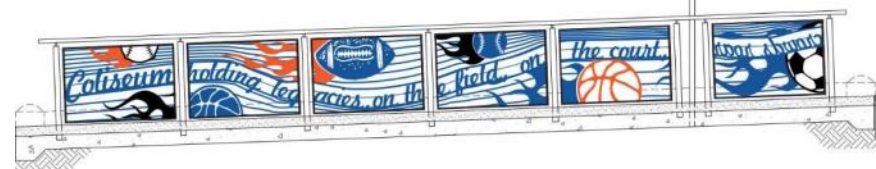
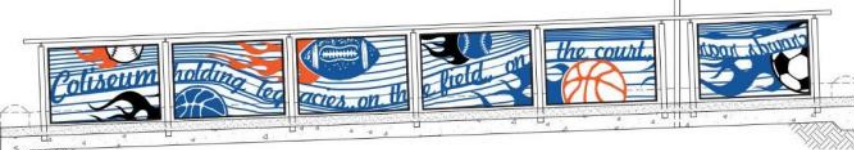
## Passenger Bulletin

News of Special Interest to Our Passengers

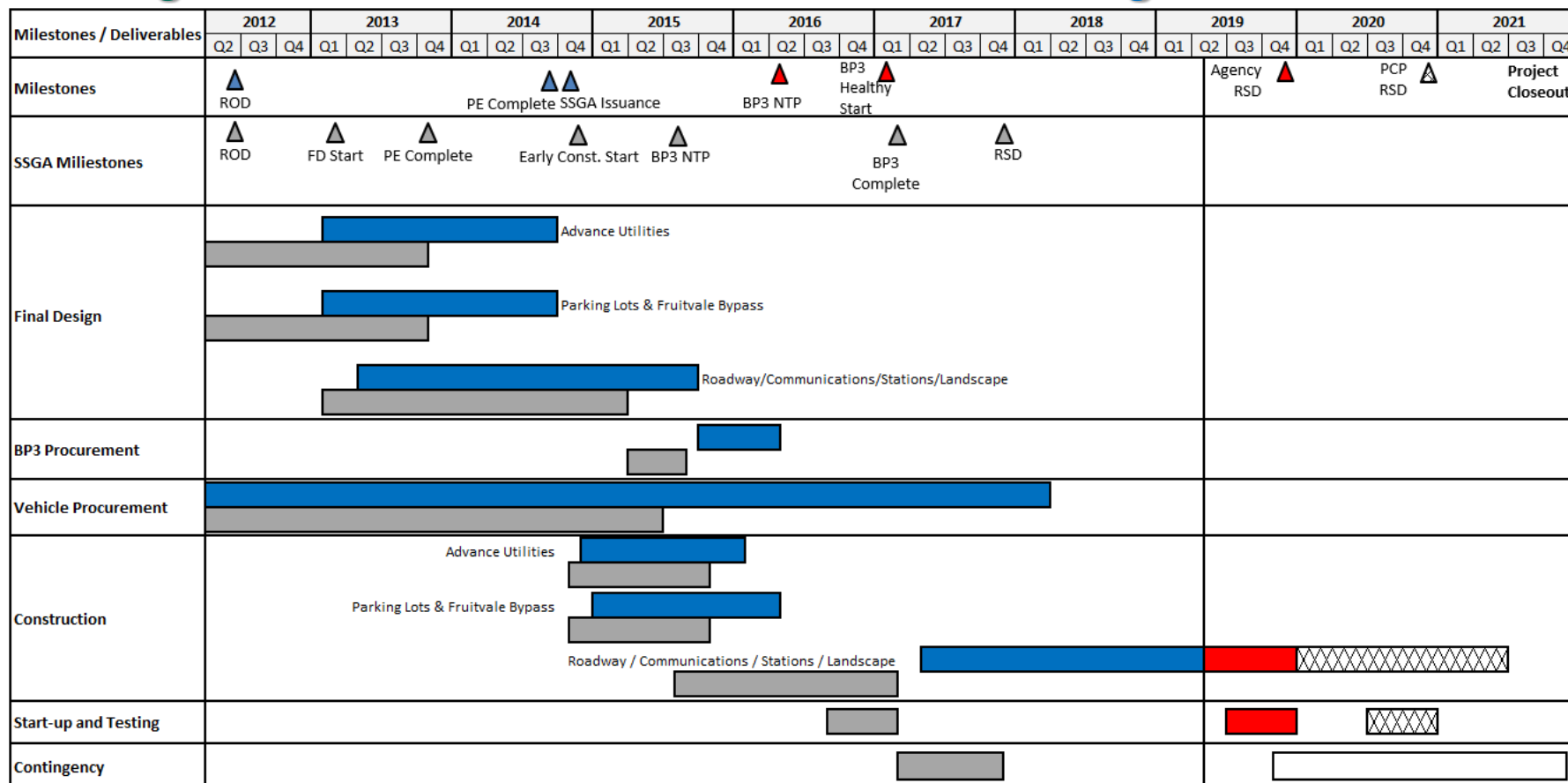


East Bay Bus Rapid Transit

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

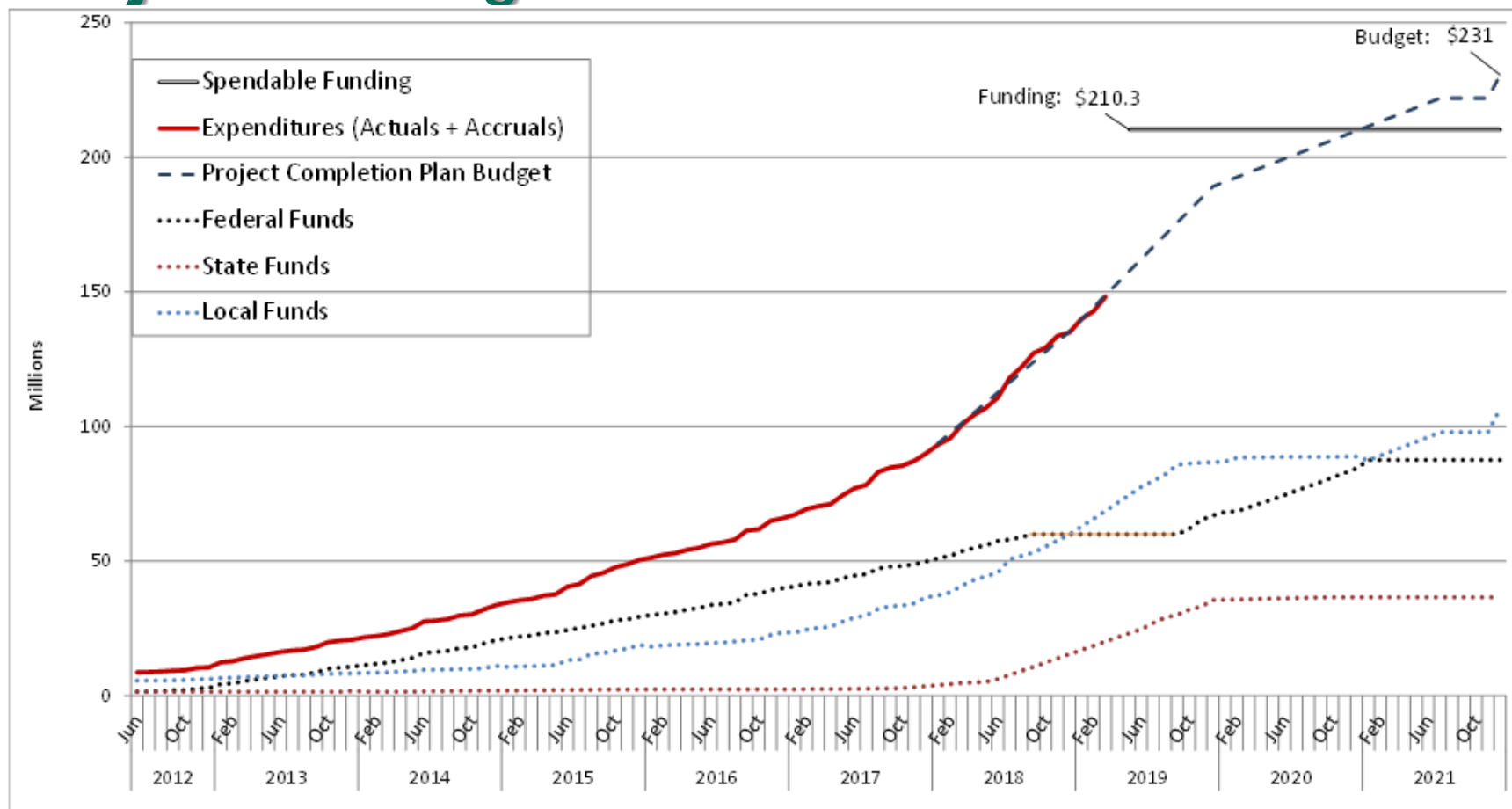


# Program Schedule - On Time and On Budget



Critical Path  
SSGA Baseline

# Project Funding



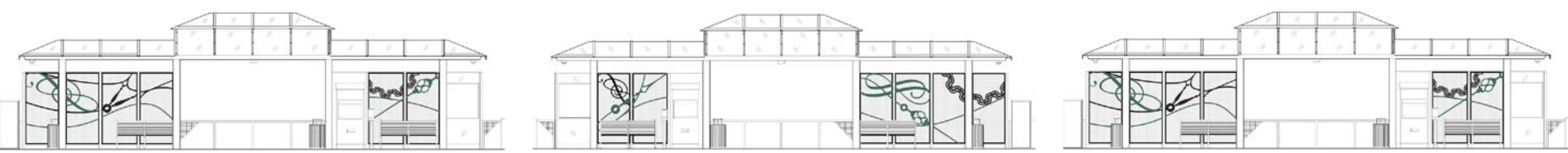


# Project Management and Construction Budgets

Service Type	Vendor	Contract Value	Paid to Date	Remaining	Invoice Period
Construction Contractor	O.C. JONES & SONS, INC.	\$104,401,378	\$62,870,814	\$41,530,564	January
Design Services During Construction	PARSONS TRANSPORTATION GROUP	\$7,203,206	\$5,678,259	\$1,524,947	January
Construction Project Management	WSP INC	\$5,272,336	\$2,220,962	\$ 3,051,374	January
Public Outreach Services	L. LUSTER & ASSOCIATES, INC.	\$982,621	\$387,616	\$595,005	January

- 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
  - Access and Parking
  - Community wants project done faster



East Bay Bus Rapid Transit

COMMUNITY OUTREACH TEAM

### STATEMENT OF PURPOSE

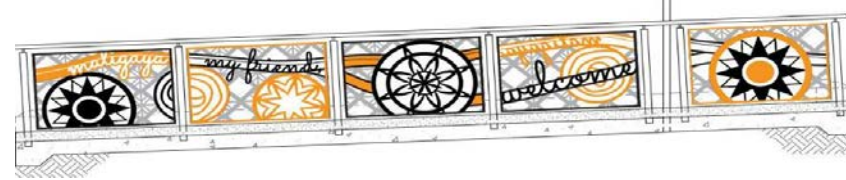
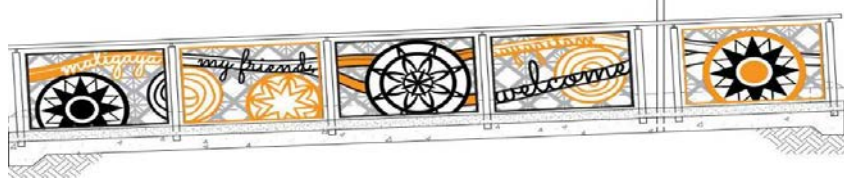
The purpose of the BRT Community Outreach Team is to proactively provide relevant, timely, and honest information about the project to help minimize disruptions and impacts during construction.

We are committed to building and maintaining trustworthy and effective relationships with the community.



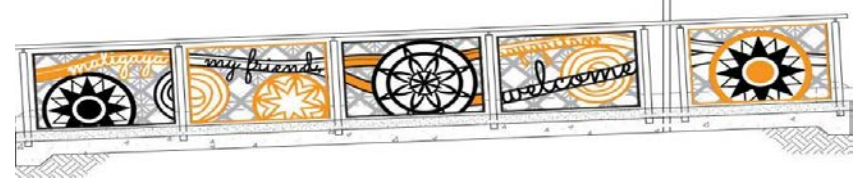
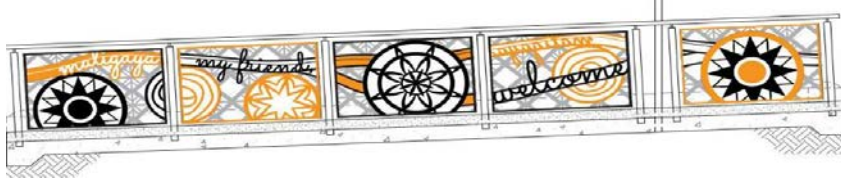
East Bay Bus Rapid Transit

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



## Public Outreach: February – April 2019

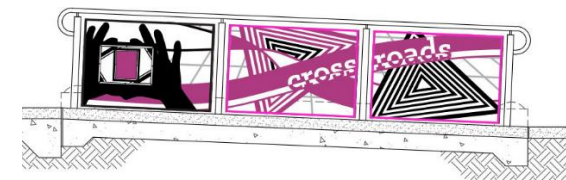
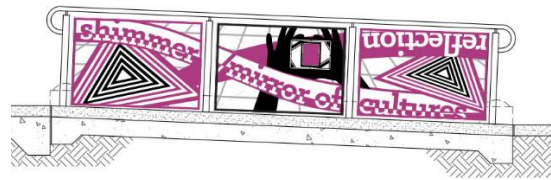
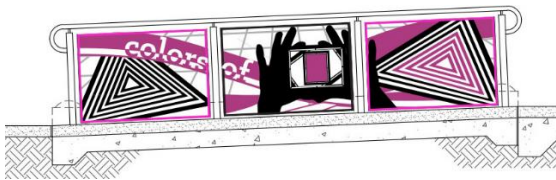
<b>February 06</b> – Councilmember Noel Gallo’s Neighborhood Transportation and Safety Meeting	<b>March 20</b> – Chinatown Coalition Meeting
<b>February 07</b> – Policy Steering Committee Meeting	<b>March 20</b> – Chinatown Chamber of Commerce Meeting
<b>February 12</b> – BRT Outreach: Allen Temple Facility Monthly Residents Council Meeting	<b>March 21</b> – BRT / Fruitvale Merchant Meeting with Oakland City Councilmember Noel Gallo
<b>February 12</b> – Getting Around Oakland: What is the Plan?	<b>March 25</b> – San Leandro Mayor Pauline Cutter's State of the City Address
<b>February 21</b> – Beat 20X Fruitvale Unity Neighborhood Crime Prevention Council (NCPC)	<b>March 26</b> – Fruitvale Business Improvement District Merchants Meeting
<b>February 27</b> – Resilient Fruitvale	<b>April 09</b> – Allen Temple Arms I & II Senior Living Facility Residents' Council Meeting
<b>March 06</b> – BRT Update to the San Leandro City Council's Facilities & Infrastructure Committee	<b>April 12</b> – Presentation to City of Oakland’s “Keep Oakland Clean & Beautiful” Division of Oakland Public Works
<b>March 09</b> – Allen Temple Arms I & II Senior Living Facility Residents' Council Meeting	<b>April 17</b> – Beat 3X Chinatown Neighborhood Crime Prevention Council (NCPC)
<b>March 12</b> – BRT Update to AC Transit's Accessibility Advisory Committee	<b>April 18</b> – Fruitvale Business Improvement District Property Owners and Merchants Meeting
<b>March 13</b> – Beat 18X / 18Y Greater San Antonio Neighborhood Crime Prevention Council (NCPC)	<b>April 24</b> – Beat 27X Melrose-High Hopes Neighborhood Crime Prevention Council (NCPC)
<b>March 20</b> – Beat 3X Chinatown Neighborhood Crime Prevention Council (NCPC)	



## Construction Careers Outreach: February – April 2019

<b>February 13</b> – McClymonds Speaking Series Construction Careers Presentation	<b>March 21</b> – San Leandro Chamber of Commerce / San Leandro School District “Career Day”
<b>February 14</b> – Business Outreach Committee Prevailing Wage Workshop	<b>March 25</b> – Rising Sun Center for Opportunity Mock Interview Session with Alameda County Building Trades Council
<b>February 15</b> – Beyond Emancipation Construction Careers Presentation	<b>March 28</b> – Unity Council Career & Resource Fair
<b>February 22</b> – Special Limited Purpose Committee meeting	<b>April 05</b> – Civicorps Academy Career Day
<b>February 27</b> – Bay Area Job Fair	<b>April 12</b> – Rising Sun Women Building the Bay Pre-apprentice Graduation
<b>March 06</b> – Rising Sun Center For Opportunity Women Building The Bay Construction Careers Presentation	<b>April 16</b> – Special Limited Purpose Committee and Joint Administrative Committee meeting
<b>March 14</b> – AC Transit & Allen Temple Baptist Church Leaders BRT Meeting	<b>April 24</b> – Oakland Youth Job Fair
<b>March 15</b> – Cypress Mandela, OUSD and Laney College Skills Trades Career Fair	<b>April 25</b> – Merritt College Job Fair





**OC Jones & OUSD Skilled Trades Fair**



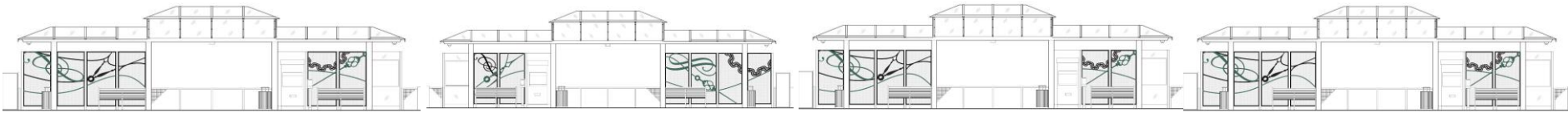
**Cypress Mandela, OUSD & Laney College Skilled Trades Career Fair**



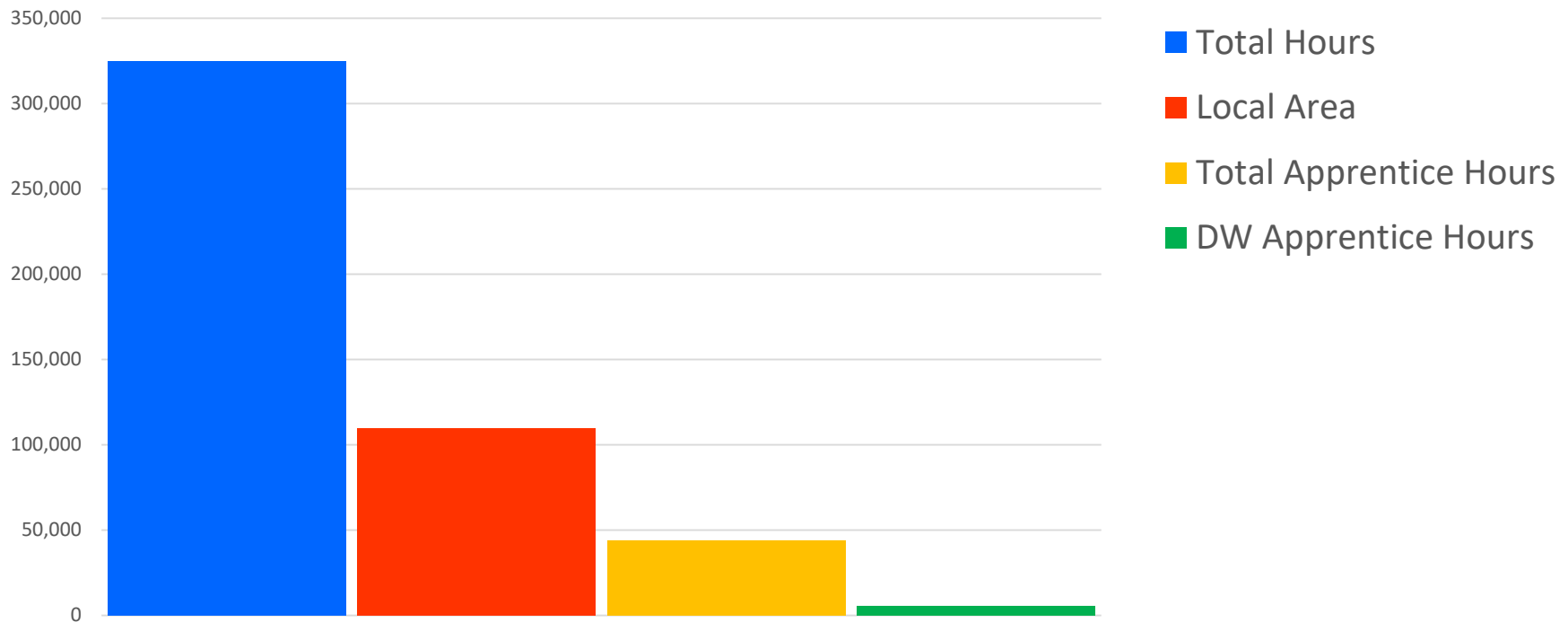
**Fruitvale Merchant Meeting**



**Unity Council Resource Fair**



## Project Labor Agreement / Construction Careers Policy (PLA/CCP) Workforce Utilization Thru 03-31-2019

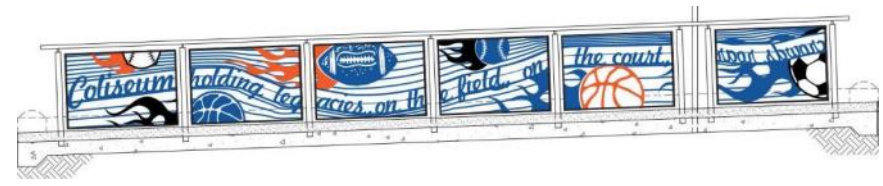
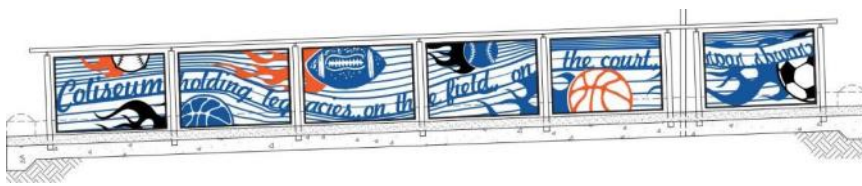


Total Project Hours: 324,917

Total Local Hire Work Hours: 109,773 (33.79%) [including offsite credit: 116,631 (35.90%)]

Total Apprentice Hours: 44,123 (14.14%)

Total Disadvantaged Worker Hours: 5,732 (12.99% of Apprentice Hours)



## Oakland – San Leandro Residents' Hours

JURISDICTION	No. Of Workers	WORK HOURS	PERCENTAGE OF LOCAL
Oakland	115	94,713	87%
San Leandro	25	15,059	13%

Data through 03/31/2019 as of 4/16/19

## BRT Bid Package III DBE Utilization

Contract Type	DBE Payments	DBE Payment Percentage	Project DBE Goal	Number of DBE Subcontractors
Construction Contract	\$6.10M	9.23%	8%	14
Professional Services	\$5.93M	Various	Various	15

Data through 03/31/2019 as of 4/16/19



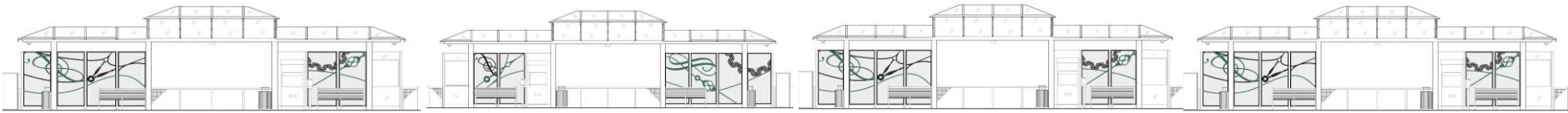
## Sponsorship and Naming Rights Update

- Notice of Intent to award contract issued March 21 to The Superlative Group (TSG)
- Final contract executed by TSG
- Project kickoff meeting in early May

## Branding Update

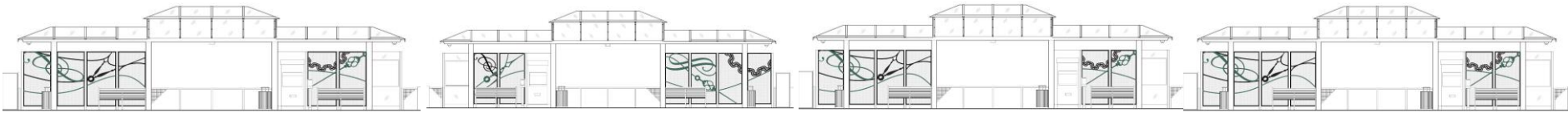
- Logo decals for wayfinding signs in development
- Creative Services Consultant for design livery, kick-off meeting pending
- Scope of work for decal production and installation on BRT buses is being developed into RFP





# Operations and Maintenance Agreement with City of Oakland (Executed Feb 2014)

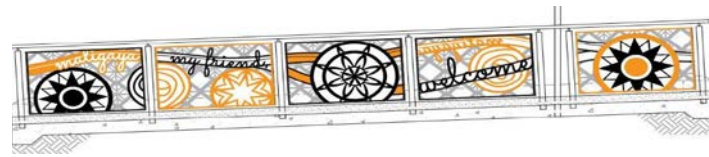
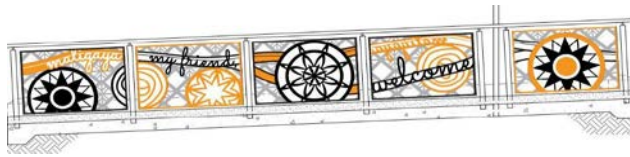
	AC Transit Responsibility	Delegated Responsibility to City of Oakland	Delegation of Maintenance Agreement
BRT Signs	X		
BRT Lighting	X		
BRT Stations	X		
BRT Drainage	X		X
BRT Bike Racks	X		
BRT Bus Pads	X		
BRT Fiber	X		X
BRT Lane Striping		X	
BRT Traffic Signals		X	X



# Operations and Maintenance Agreement with City of Oakland (Executed Feb 2014)

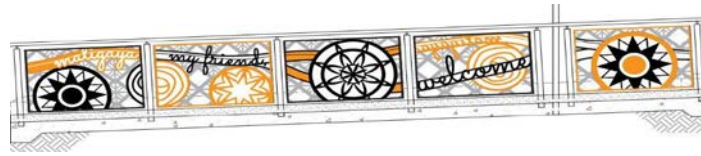
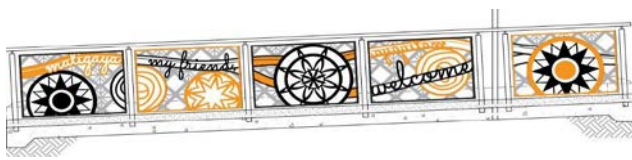
	City of Oakland Responsibility	AC Transit Responsibility
Pavement Maintenance & Street Sweeping	X	
Pedestrian Lighting	X	
EVM Median Crossing	X	
Surface Parking Lots	X	
Curbs & Sidewalks	X	
Cross walks	X	
Landscaping*	X	

\* After 3 year plant establishment period



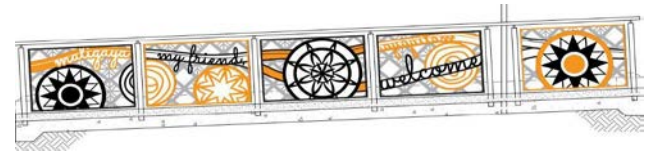
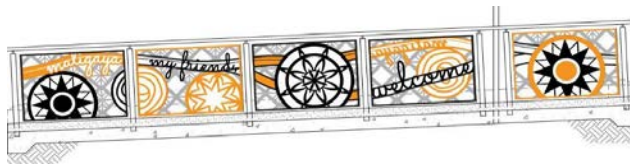
# BRT System Security

- Goal:
  - Protect our passengers, employees, equipment & maintain continuity of service
- Strategy:
  - Live reports to OCC from field staff
    - New vehicle locator (GPS) technology & tablets
    - Use of social media and news outlets as a source of information
  - OCC Emergency Operating Procedure (EOP)
    - Pre-determined response, detour routes & communication to customers & public
  - Support Local Enforcement



# ALAMEDA SHERIFF (ALCO) / OAKLAND POLICE (OPD)

- Current contracted 24 hours coverage from ALCO includes::
  - 1 Lieutenant, 4 Sergeants, and 18 Deputy Sheriffs
  - Day-shift: (5:00am – 5:00pm & 6:00am – 6:00pm)
  - Swing-shift: 1 Deputy (1:00pm – 1:00am)
  - Midnight-shift: (5:00pm – 5:00am & 6:00pm – 6:00am)
- Plan:
  - Add 2 additional Deputy Sheriffs specifically dedicated to BRT corridor
  - To maximize coverage, the 2 new Deputies will work the hours
    - Mon-Thu, 6:00 AM – 4:00 PM
    - Tue-Fri, 10:00 AM – 8:00 PM
  - Cost for 2 Deputy Sheriffs is approximately \$220,568.00 in addition to existing cost
- OPD:
  - Based on Unified Crime Reporting requirements, OPD will investigate all Part-1 crimes



## BRT Fire Life Safety and Security Committee (FLSSC)

### Composition:

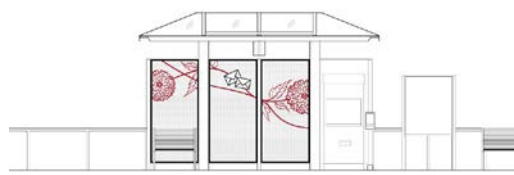
- OPD and OFD, SLPD and ALCO Fire, ALCO Sheriff, BART, and Ambulance Services

### Charge:

- Review first responder training needs,
- Assess and resolve fire/life safety issues, and
- To develop emergency response plans, policies and procedures

### Update:

- Meets every two months,
- Current focus on familiarization, and planning drills and exercises



# Recap and Adjourn



Final Thoughts?

Date for Next Policy Steering Committee Meeting

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

## MINUTES

Thursday, February 7, 2019

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:***

Vice President Elsa Ortiz, Chair

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

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

Council President Rebecca Kaplan

Council Member Noel Gallo

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

Mayor Pauline Cutter

Vice Mayor Corina Lopez

**The East Bay Bus Rapid Transit Policy Steering Committee met on Thursday, February 7, 2019.  
The meeting was called to order at 2:04 p.m. with Chair Ortiz presiding.**

### **1. Roll Call**

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

Vice President Elsa Ortiz, Chair

Director Greg Harper

Director Joel Young

Council President Rebecca Kaplan

Councilmember Noel Gallo

Mayor Pauline Cutter

Vice Mayor Corina Lopez

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

Supervisor Nate Miley

Caltrans District 4 Director Tony Tavares

#### **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 announced that significant progress on the project had been achieved since the last meeting in October 2018. She further reported on the following:

- The District's efforts to seek support from the City of Oakland to approve traffic control plans, permit work in Zones 1 and 2, and authorize Saturday work and extended hours. The project will not meet the schedule without extended hours, weekend work and permits to access the remaining two zones;
- Activities of the BRT community Outreach Program in addressing construction impacts on the stakeholder community and work with the City of Oakland's Technical Assistance teams to optimize the overall support given to the community; and
- Efforts by the District's Contract Compliance Office to work with the BRT contractor to meet the required good faith efforts, local hire and Disadvantaged Business Enterprise goals of the program.

The report was provided for informational purposes.

### **4. BRT Project Updates:**

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

#### **a. Construction Progress.**

Director of Bus Rapid Transit David Wilkins presented an overview of construction progress since the last meeting, adding that the expected completion date was at the end of the year. He further advised that the resources to complete the project on time were available.

Director of Capital Projects Joe Callaway provided an update on the San Leandro Transit Center project, stating that the project is on schedule with a completion date of August 31, 2019. Mr. Callaway also reported on the issue of shuttle parking that was raised at the previous Committee meeting, advising that staff considered multiple scenarios and is studying the possible removal of a 60-foot Line 1 bus stop during construction out of the intermodal and putting the two Links shuttles in the intermodal. This solution is still being studied, at this point, and will be reported on in the future.

Mayor Cutter was thankful for the solution put forward by staff to resolve the shuttle issue at the San Leandro Transit Center and was glad final plans were pending final approval by the San Leandro City Council. She also appreciated that short-term parking was not removed to make room for the shuttles.

Chair Ortiz asked what would happen if the shuttle parking issue at San Leandro Transit Center is not resolved by the time construction begins in April. Mr. Callaway advised that vehicles would need to be moved out of the Transit Center and temporary curb-side

ramping would need to be installed. This option is still in testing, and the goal is to make it safe for the pedestrians, convenient for the passengers and allows the completion of construction.

Mayor Cutter raised the following issues/punch list items:

- Curb-to-curb paving – concerned that the price of re-stripping the area multiple times may increase project costs.
- Deterioration of roads and pavement – concerned that the bus traffic may cause further road deterioration in San Leandro.
- Water drainage – concerned that in some areas, the curbs are so flat that water is able to pond within the slope wheelchair ramp/crossing. She asked if there was a way to mitigate these issues in parts of Oakland that have not yet been constructed, and whether it was possible to correct the ramps in San Leandro in the future.

Mr. Wilkins explained that AC Transit uses HMA (Hot-mixed Asphalt) for all paving. He added that the paving that was done in San Leandro south of Bellevue to the San Leandro Transit Center was a paving that was incidental to the construction of the new platforms. He added that his understanding was that Caltrans had a program that would re-pave East 14<sup>th</sup> from the Oakland border to Bayfair Mall. Mayor Cutter spoke in support of a coordinated effort to get Caltrans to pave the roadway earlier, which would reduce project costs. Chair Ortiz invited AC Transit staff to join Mayor Cutter and Vice Mayor Lopez on a walk of the streetscape to review the issues.

With regard to the ponding issue, Mr. Wilkins advised that in some cases, the flooding was due to clogged drain. However, other incidents may require more review from an engineering standpoint because of the flatness of the area. He assured Mayor Cutter that staff was aware of the problem and has begun to inventory trouble spots and it would be a long-term process to resolve them.

Council President Kaplan commented on AC Transit's pending permit requests (access to Zone 7, traffic control plans and permits for Zones 1 and 2, as well as blanket approval to work on Saturdays through the remainder of the project) submitted to the City of Oakland, and urged the City staff to give priority to the requested permits so the project continues to meet its milestones. She requested that City staff consider a blanket approval rather than make AC Transit submit continuous requests. After a robust discussion with City staff to attempt to resolve the issue, it was agreed that the permit issue would be addressed in a separate meeting with City staff.

Vice Mayor Corina Lopez requested that staff look into graffiti that was carved into the sidewalk before it dried in San Leandro to see if there was anything that could be done to repair it. She also raised concern about the aesthetics of an ADA ramp where asphalt was used to fill a trench around the ramp.

Director Harper asked if bus riders would be able to board and alight at the layover facility, noting that there were important services near it which would make it convenient for

riders. Mr. Wilkins advised that the facility would be used as a break area for operators and there were no plans for boarding at this location. General Manager Michael Hursh advised that Director Harper offered a good suggestion but would challenge the District's ability to make the headway commitments established during the environmental phase of the project and would require additional operating dollars.

Councilmember Noel Gallo expressed appreciation to AC Transit for the work done and urged AC Transit to commit to completing the project by the end of this year.

Councilmember Gallo also inquired about parking lots and who would be responsible for ensuring they were clean and properly maintained. Mr. Wilkins advised that this would be the responsibility of the City of Oakland.

**b. Community Outreach.**

External Affairs Representative Steven Jones 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.

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

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 and the offsite credit hours worked.

Member Gallo inquired what can be done, in addition to the current outreach effort, to increase local-hire work hours from 37% to 50% in Oakland. Mr. Halley advised that due to robust construction activity both inside and outside of the region, union halls are saying there are no people available. Director of Legislative Affairs and Community Relations Claudia Burgos committed to work directly with Councilmember Gallo to promote jobs at AC Transit. Mr. Hursh added that the District has many types of living wage jobs with benefits that can be found on the District's website.

Member Lopez pointed out the overall improvement in the local-hire work hours since the last meeting. She further suggested newspaper advertising as a way of promoting jobs.

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

**e. Branding.**

Director of Marketing and Communications Michele Joseph provided an update on the sponsorship and naming rights for the BRT service, advising that the District has issued a Notice of Intent to award a contract to Gobis and Associates to secure a sponsorship and/or naming rights for the BRT service. She also gave an update on the branding of the service.

In reference to a letter delivered to the Committee from Caltrans, Director Harper asked if staff was aware of California Professions and Business Code section 5408.5 related to sponsorship requirements and advertising. General Manager Michael Hursh advised that the District is aware of the requirements and is collaborating with Caltrans.

**Public Comment:**

Wingate Lew, Caltrans Project Manager, commented on the restrictions and requirements related to outdoor advertising on a state right-of-way. [Submitted letter to the Committee from Caltrans]

In response to Mr. Lew's comments, Mayor Cutter advised that the City of San Leandro was willing to work with Caltrans, especially if they repaved the street in San Leandro this year instead of next year which would save the project a lot money.

**5. Consider approving the BRT Policy Steering Committee minutes of October 4, 2018.**

MOTION: KAPLAN/CUTTER to receive the minutes of October 4, 2018. The motion carried by the following vote:

AYES:7: Kaplan, Cutter, Gallo, Harper, Lopez Young, Ortiz

ABSENT:2: Tavares, Miley

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

The next meeting was scheduled for Thursday, May 9, 2019 at 2:00 p.m.

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

Member Kaplan requested that information be emailed to Committee members about bus operator recruitment and training for the BRT service.

**8. Adjournment**

There being no further business to come before the Committee, the meeting adjourned at 3:21 p.m.

Respectfully submitted,



Linda A. Nemeroff, District Secretary