

Meeting of the East Bay Bus Rapid Transit Policy Steering Committee

MINUTES

Thursday, September 15, 2016

2:00 p.m.

2nd Floor Board Room
1600 Franklin Street
Oakland, CA 94612

PSC Members:

AC Transit:

Vice President Elsa Ortiz, Chair
Director Greg Harper
Director Joel Young

City of Oakland:

Councilmember Rebecca Kaplan
Councilmember Noel Gallo

Alameda County (Ex Officio):

Supervisor Nate Miley

City of San Leandro:

Mayor Pauline Cutter
Councilmember Corina Lopez

Metropolitan Transportation Commission/Caltrans:

District Director Bijan Sartipi

The East Bay Bus Rapid Transit Policy Steering Committee held a regular meeting on Thursday, September 15, 2016. The meeting was called to order at 2:05 p.m. with Chair Ortiz presiding.

1. Roll Call

Committee Members Present:

Vice President Elsa Ortiz, Chair
Director Greg Harper
Councilmember Rebecca Kaplan
Mayor Pauline Cutter
Councilmember Corina Lopez

Committee Members Absent:

Supervisor Nate Miley
Caltrans District Director Bijan Sartipi
Councilmember Noel Gallo
Director Joel Young
President H. E. Christian Peoples (Alternate for Director Young)

AC Transit Staff Present:

General Counsel Denise Standridge
District Secretary Linda Nemeroff
Director of Capital Projects Ramakrishna Pochiraju

2. Public Comment For Items Not on the Agenda

There was no public comment offered.

3. Consider approving BRT Policy Steering Committee minutes of May 12, 2016.

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

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

ABSENT:4: Miley, Sartipi, Gallo, Young

4. Chair's Report on pertinent actions of the AC Transit Board of Directors.

Chair Ortiz reported on the following:

- The groundbreaking ceremony for the BRT Project held on August 26, 2016 with Secretary of Transportation Foxx and Congresswoman Barbara Lee in attendance;
- Award of new Construction Management and Community Outreach and Public Engagement services contracts to CH2M Hill and L. Luster & Associates respectively;
- Field work underway by the OC Jones team, including high priority utility potholing, monument surveying, traffic signal foundation potholing, and preparation of submittals and permit applications;
- Relocation of utilities to clear the way for construction of the station platforms and roadway improvements anticipated to start in November, with relocation of EBMUD waterlines in October; and
- Successful resolution of the cost liability and pavement depth issues that provided for the completion of the EBMUD relocation work.

5. BRT Project Updates:

[The PowerPoint presentation on the BRT project update is incorporated into the file by reference.]

A. East Bay MUD utility relocation update. [Requested by Council Member Lopez – 5/12/16]

Director of Capital Projects Ramakrishna Pochiraju reported that, with the support of Caltrans and the Cities of San Leandro and Oakland, a second amended agreement had been reached with EBMUD with respect to pavement depth with no additional increase in costs. He added, however, that a major issue was liability, noting that EBMUD would be 100% liable for the cost of all relocation work on the state highway. For non-state highway areas (Downtown Oakland to 42nd Avenue), AC Transit would be responsible for the cost to relocate water mains. He added that if AC Transit's construction activities damage a water main, the delays and damages are the responsibility of AC Transit. The executed amendment was sent to Caltrans for right-of-way certification.

Director Harper noted that the contractor would also be liable for water main damage. Mr. Pochiraju agreed, but pointed out that the reduced pavement depth would also mitigate the risk of any water main damage.

B. Information on projected costs. [Requested by Director Harper – 3/10/16]

Director of BRT David Wilkins reported on project costs, noting that the graph presented in the agenda packet was representative of what the Federal Transportation Administration had requested of the District. He added that \$60 million of the \$171 million for the project had been spent thus far and that given the baseline costs versus actual costs to date, the project would have been further along at this point in time if more money had been spent. Director Harper observed that the chart depicted schedule issues.

Vice President Ortiz asked if revenue service would begin in 2018 and what this would cost the District. Mr. Wilkins responded that the project costs reflect what staff anticipates would be construction completion in early 2018. He added that he would talk more about the schedule under the next agenda item.

C. Update on the project construction schedule. [Requested by Council Member Gallo – 3/10/16]

Director of BRT David Wilkins reported on the construction schedule, noting that the dates provided represented contractual milestones in the project. He added that staff is currently working with the contractor on ways to accelerate the work in order to deliver the service in late 2017 in accordance with the Small Starts Grant.

Director Harper asked if staff was comfortable with a \$171 million project cost given the lapses in the schedule. Notwithstanding any unforeseen conditions, Mr. Wilkins advised that staff was confident with the \$171 million cost figure, but noted that the major cost associated with a time extension would be for professional services and staff has adjusted the budget to accommodate the additional costs through contingency. He also thought that there may be some Cap & Trade funds available for the project, which would increase contingency but have yet to be allocated. Director Harper cautioned against waiting too long to ask for more money, noting that it would be easier to get it sooner rather than later.

Vice President Ortiz reiterated that because money for the project was very tight and additional funding was difficult to obtain, there was no room for extra requests that would result in additional expenditures. Mr. Wilkins concurred, saying that the amount of unallocated contingency for the project was very limited and would ultimately be used for construction cost contingencies and professional services.

Councilmember Kaplan inquired as to why landscaping would be done at the end of the project. Mr. Wilkins advised that there is a three-year establishment period for landscaping and in order to manage survival and upkeep, it is proposed that all landscaping be planted at the same time.

D. Information on construction signage. [Requested by Council Member Kaplan – 9/3/15, 3/10/16]

Director of BRT David Wilkins gave an overview of construction and directional signage for the curbside and median stations. He also discussed the process of mothballing the built stations and provided examples of what it would look like.

Councilmember Kaplan asked if the signage would appear on all of the mothball stations, if it would be large enough to see from across the street, and who would keep it clean. Mr. Wilkins advised that the signage would be on all stations, would be very visible, and that the contractor would be responsible for keep the area clean. Any signs applied by AC Transit would be replaced by AC Transit if damaged. Councilmember Kaplan suggested that the signs include a website and phone number in a font large enough for people to see it. Vice President Ortiz asked staff to make sure signs are multi-lingual.

Councilmember Kaplan asked if the words “bus only lane” would be painted on the street and at what point it would be painted on. Mr. Wilkins advised that all of the repaving and striping would be done at the end of the project.

E. Update on the City of Oakland Business Sustainability Program. [Requested by Council Member Kaplan – 5/12/16]

This topic was pulled off the agenda.

F. BRT community outreach.

External Affairs Representative Claudia Burgos gave an overview of outreach efforts pertaining to construction notifications, including the two-week advance notification and 72-hour door hanger notices. She further advised that potholing notifications were hand-delivered a week in advance of the start of pre-construction activities. Notifications were recently distributed in San Leandro for upcoming EBMUD work.

Councilmember Lopez commented that community outreach needed to be more comprehensive in terms of communications with City staff and elected officials. She cited an example whereby construction work in San Leandro had been done without encroachment permits and without staff being aware that there were significant changes in the work. She further advised that there had been all night construction for a whole week on residential streets without the City’s knowledge. Ms. Burgos recalled that the construction work in question was performed by PG&E for the project and staff had met with PG&E’s outreach team to ensure better coordination of construction activities. Councilmember Lopez commented that it was important to communicate significant changes in advance in order to respond and direct the public accordingly. She also advised that any major changes in the construction schedule come directly to the mayor or the Councilmember Lopez herself.

Mr. Wilkins advised that staff was aware of the concerns and was working with the cities and the utilities to enhance communications involving the project. He added that AC Transit would do its best to ensure that communication between the parties was better coordinated. Councilmember Lopez was appreciative of staff's efforts.

G. Branding/sponsorship update.

AC Transit Marketing Department representative Nichele Laynes provided an update on branding and sponsorship activities. She addressed questions regarding the paint scheme for the BRT vehicles and the community art project.

6. Schedule date and time of next meeting.

The next meeting will be scheduled at a later date.

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

Councilmember Kaplan requested that the PSC receive a tour of the BRT training bus in conjunction with a future PSC meeting.

Councilmember Kaplan requested copies of a BRT informational brochure that can be distributed to constituents.

Mayor Cutter requested that staff forward to her the most recent parking displacement and signal placement drawings for San Leandro. [Mr. Wilkins advised that staff would assemble the information and forward it to the City.]

Director Harper requested that the AC Transit Board receive a report on what alterations may be required at Division 4 to accommodate the BRT fleet.

8. Adjournment

There being no further business to come before the Committee, the meeting adjourned at 3:08p.m.

Respectfully submitted,



Linda A. Nemeroff
District Secretary