

Meeting of the East Bay Bus Rapid Transit Policy Steering Committee

MINUTES

Thursday, October 4, 2018

2:00 p.m.

2nd Floor Board Room

1600 Franklin Street

Oakland, California 94612

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:

Tony Tavares, District 4 Director for Caltrans

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, October 4, 2018. The meeting was called to order at 2:02 p.m. with Chair Ortiz presiding.

1. Roll Call

Committee Members Present:

President Elsa Ortiz, Chair

Director H. E. Christian Peeples

Director Mark Williams (alternate for Director Harper)

Councilmember Rebecca Kaplan

Councilmember Noel Gallo

Caltrans District 4 Director Tony Tavares

Committee Members Absent:

Supervisor Nate Miley

Director Greg Harper

Councilmember Corina Lopez

Mayor Pauline Cutter

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 District 4 Director Mr. Tony Tavares to the Committee, saying the Committee looked forward to a renewed Caltrans presence as the BRT project forged ahead. She further reported on the following:

- Construction in Segment A - the southern part of the corridor in East Oakland and San Leandro - has almost reached Interim Condition Status in all zones, which means that construction of all primary curb return, roadway and station improvements has been completed.
- 18 station platforms, comprising 15 stations, have reached Interim Condition Status.
- Signal pole and street light installations are ongoing in Segment A, but are also nearing Interim Condition Status.
- Construction has started in Segment B, Zones 3-6, the area between 31st Avenue and Lake Merritt. Work includes primary curb return, roadway and station improvements, signal pole and street light installations, utility exploratory investigations and several utility relocations and adjustments.
- Water main relocation has started in Zone 2 on 11th Street to make way for the Harrison Street platform.
- The District is seeking help from the City of Oakland to permit work in Zones 1, 2, 7 and 9 as well as authorize work during the Holiday Moratorium for both AC Transit and the utility companies.
- The BRT Community Outreach Team is out in front of all construction activities and continues to be an effective resource in addressing construction impacts on the stakeholder community and works in collaboration with the City of Oakland's Technical Assistance teams as needed to optimize overall support to the community.
- Contracts Compliance staff continues 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.

BRT Program Director David Wilkins provided an update on overall construction progress since the last meeting.

San Leandro Transit Center:

President Ortiz inquired about on-street shuttle parking at the San Leandro Transit Center on behalf of Mayor Cutter and Councilmember Lopez who were not in attendance. Director of Capital Projects Joe Callaway advised that staff was coordinating

its efforts with the City of San Leandro and the shuttle operators to find a solution that worked for everyone both short-term during construction and long-term inside the station.

Business Assistance/Construction Impacts:

Councilmember Gallo inquired about business assistance for merchants in Fruitvale, seeking reassurance that funds would be available. General Manager Michael Hursh advised that AC Transit's funding commitment for business assistance was \$2 million. It was pointed out by President Ortiz that this money was for construction impacts as required by federal law, which differed from the technical assistance provided by the City of Oakland. Councilmember Gallo expressed the need to honor commitments through the start of the bus service.

Councilmember Kaplan also felt that business assistance provided by the City needed to be extended. Susana Villarreal with the City of Oakland's Housing and Community Development Department and BRT Program Manager for Technical Assistance Services advised that staff was in the process of extending the contracts for Technical Assistance Services and was looking to secure additional funding, adding that there was adequate funding to continue services through December 2019.

Councilmember Kaplan believed a separate meeting was necessary to address fear and concerns of business owners and residents as BRT construction enters the Fruitvale area.

Maintenance & Safety of BRT Station Platforms:

Councilmember Gallo sought clarification as to who would be responsible for maintenance and safety related to the BRT stations. Mr. Hursh explained that AC Transit was responsible for maintaining the stations and would live up to its commitment. Both President Ortiz and Director Peoples believed that safety on the streets and platforms was primarily the responsibility of the City of Oakland. President Ortiz then suggested that the obligations outlined in the Memorandum of Understanding with the City be reviewed by Committee members to refamiliarize themselves on what had been agreed to. She also felt this information needed to be communicated to the merchants. Mr. Hursh announced plans to discuss safety and security at a series of workshops with all stakeholder groups as the revenue service date approaches.

Bus Shelter Maintenance

Councilmember Gallo commented on the cleanliness of bus shelters, noting that graffiti, broken glass, trash, and homelessness needed to be addressed. Mr. Hursh responded that as the owner, each municipality was responsible for bus shelters. General Counsel Denise Standridge concurred, saying that this may change in 2020 if the City of Oakland decided to join the consortium.

Pending Action Items/Point of Contact – City of Oakland

Councilmember Kaplan advised of a request to bring any unaddressed issues and/or action items related to the project to the City of Oakland's Public Works Committee on

October 23, 2018 and requested that the City's Director of Transportation provide an update on who the point person for the project would be for the City. Director of Transportation Ryan Russo advised that staff was planning to present an update at the November 13, 2018, Public Works Committee meeting, and that due to funding limitations, there was no direct point of contact for the BRT project. He added that multiple departments were working to staff activities associated with the project in between other projects they were working on. Councilmember Kaplan commented that without a single point of contact, it was now clear why things weren't getting done. The issue will be addressed with the City Administrator.

Parking Lots

Councilmember Kaplan expressed concern about issues with parking lots, which had gone unresolved for several months. Mr. Russo advised that Michael Ford in the City's Department of Transportation was working with the City Attorney on the issues related to parking lots. Councilmember Gallo reported that he met with Mr. Ford and the City Attorney and the issue with the parking lots had been resolved after months of delays by the City, but had yet to be acted on by the City Council. Councilmember Kaplan questioned whether the issue had in fact been handled, indicating further investigation was needed.

Holiday Moratorium

Councilmember Kaplan inquired with AC Transit staff about a pending request to work through the City's holiday moratorium. Mr. Wilkins advised that the request was submitted in May per City requirements and was recently resubmitted with more clearly defined work areas. Utility providers were also asked to do the same thing. He advised that staff needed to know by the end of the month whether work would be allowed to continue through the holidays. Oakland City staff advised that they would investigate the issue and ensure a response.

Street Paving & Resurfacing

President Ortiz inquired about the street paving and resurfacing phase of the BRT project and its impact on daily traffic patterns. Mr. Wilkins advised that the usual traffic disruption is expected as one side of the corridor, in each direction, will be blocked off. He added that parking in the area will be affected daily and restored at the end of the business day. AC Transit staff added that the District is coordinating a traffic control plan with the City of Oakland Public Works, to ease the disruptions during the paving process.

Caltrans District 4 Director Tony Tavares inquired about the possibility of conducting the paving at night, to avoid the traffic disruption. Staff clarified that the night work was considered in the past and ruled out because of the possible cost increase, high noise levels in the residential area, and delay due to additional approval requirements by the City of Oakland.

Councilmember Gallo asked that staff provide the traffic and parking signage that will be used to warn the constituents in the area about the temporary changes.

Northern Layover Facility

Councilmember Kaplan and President Ortiz inquired about the location of restrooms at the Northern Layover Facility. BRT Project Director David Wilkins explained that the plan is to procure a modular restroom facility that will be located at the west end of the I-980 underpass on San Pablo Avenue, which is a Caltrans-owned property. Councilmember Kaplan suggested to investigate the restroom model used by the City of Portland.

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

b. Community Outreach.

BRT Outreach Team Manager 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. He further reported on community outreach events.

Director Williams asked what the general feedback was from the Fruitvale community. Mr. Jones reported that there were a lot questions about the BRT and the service it will provide. Parking and business disruption are frequent concerns.

Director Williams further inquired about the outreach event held at the Santa Rita Jail. Mr. Jones advised that it went well and was a great way to connect people with job opportunities.

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

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, adding that staff planned to present the offsite credit hours under the contract in the next report.

Mr. Halley clarified the meaning of Offsite Credit as an option for contractors to retain local resident workers, primarily from Oakland and San Leandro by providing credit for hours worked on other contractor's assignments.

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

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

e. Branding.

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. Staff is working with a designer on artistic enhancements and will provide an update early next year on the design concepts which will include the bus exterior and canopies.

President Ortiz inquired about the status of the current design services contract. Staff clarified that the contract with a design firm was rescinded and a new agreement is in negotiations. General Manager Hursh added that the scope of work and performance goals will be defined during the negotiations.

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.**
- 7. Consider approving the BRT Policy Steering Committee minutes of May 31, 2018.**

President Ortiz announced that items 5, 6 and 7 will be consolidated for acceptance.

MOTION: PEEPLES/KAPLAN to receive the minutes of October 5, 2017, February 15 and May 31, 2018, as presented. The motion carried by the following vote:

AYES:6: Peeples, Kaplan, Tavares, Gallo, Williams, Ortiz

ABSENT:3: Miley, Lopez, Cutter

8. Schedule Date and Time of Next Meeting.

The next meeting was scheduled for Thursday, February 7, 2019 at 2:00 p.m.

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

- 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]
- Discussion of possible sponsorship opportunities for bus head signs instead of providing free advertising for sports teams. [Requested by Council President Kaplan]
- Discussion of ways AC Transit and the City of Oakland can further address the issue of parking [Requested by Councilmember Gallo]

10. Adjournment

There being no further business to come before the Committee, the meeting adjourned at 3:24 p.m.

Respectfully submitted,



Linda A. Nemeroff, District Secretary