



Western Contra Costa
Transit Authority

NOTICE OF MEETING

The Regular Meeting of the WCCTA Board of Directors
will be held:

DATE: March 14, 2019 (Thursday)
TIME: 6:30 PM
PLACE: Pinole City Council Chambers
2131 Pear Street, Pinole, CA

AGENDA

Americans With Disabilities Act: In compliance with the Americans With Disabilities Act of 1990, if you need special assistance to participate in a WCCTA Board Meeting or you need a copy of the agenda, or the agenda packet in an appropriate alternative format, please contact the WestCAT Administrative Office at (510) 724-3331. Notification at least 48 hours prior to the meeting or time when services are needed will assist the Authority staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

A. CALL TO ORDER, ROLL CALL, PLEDGE OF ALLEGIANCE

B. APPROVAL OF AGENDA

C. PUBLIC COMMUNICATIONS

This is the time for members of the public to bring up with the Board of Directors matters of general interest that are not on the agenda. In accordance with provisions of the Brown Act, the Board will automatically refer to staff any matters that are brought before them at this time, and the matter may be placed on a future agenda. Time limit is 3 minutes and is subject to modification by the Chair.

1.0 CONSENT CALENDAR

- 1.1 Approval of Minutes of Regular Board Meetings of December 13, 2018. *
- 1.2 Approval of Expenditures of January and February, 2019.*
- 1.3 Receive Contractors Monthly Management Reports for December, 2018.*
[Action Requested: Approve Item 1.1 and 1.2 and Receive Item 1.3]

2.0 ITEMS FOR BOARD ACTION / DISCUSSION

- 2.1 Consideration and Adoption of Resolution 2019-02 Authorizing the Execution of Certifications and Assurances and Authorized Agent Forms for the Low Carbon Transit Operations Program (LCTOP) for *Spare The Fare* – Free Rides on Spare the Air Days, \$230,055. **[Action Requested: Formal Adoption of Resolution 2019-02]. ***

- 2.2 Consideration and Adoption of Resolution 2019-03 Authorizing the Filing of an Application with the Metropolitan Transportation Commission for Allocation of Transportation Development Act/State Transit Assistance Funds/Net Bridge Toll Revenues/Feeder Bus Funds and Regional Measure 2 Operating Funds for Fiscal Year 2019/20. **[Action Requested: Formal Adoption of Resolution 2019-03].***
- 2.3 Presentation and Discussion of FY2019 2nd Quarter Financial and Operating Data Report. **[Action Requested: Discussion / Direction to Staff].***
- 2.4 Consideration and Approval of Amendment 7 to the Agreement for Provision of Public Transit Services between WCCTA and MV Transportation Inc. to Extend the Agreement term through June 30, 2020 to Include Adjustments to Contractor Wage Scales. **[Action Requested: Formal Approval of Amendment 7 to Agreement between WCCTA and MV Transportation Inc.].***

3.0 COMMITTEE REPORTS

- 3.1 General Manager's Report. **[No Action: Information Only]**

4.0 CORRESPONDENCE

5.0 BOARD COMMUNICATION

6.0 ADJOURNMENT

* Enclosures
^^ To Be Distributed Separately

Written materials relating to an item on this Agenda that are distributed to the WCCTA Board of Directors within 72 hours before it is to consider the item at its regularly scheduled meeting will be made available for public inspection at WCCTA, located at 601 Walter Avenue, Pinole, during normal business hours (Pursuant to SB 343 or California Government Code Section 54957.5 -effective July 1, 2008). If time allows, this information will also be made available on the WCCTA website <http://www.westcat.org/administration/board-of-directors/>, subject to staff's ability to post the documents before the regularly scheduled meeting. The posting of SB 343 information on this website is in addition to the posting of the information at the legally required locations specified above.

Next Board Meeting: Thursday, April 11, 2019

WCCTA BOARD MEETINGS ARE PRERECORDED FOR BROADCAST ON CHANNEL 26. The Community TV Channel 26 schedule is published on the City of Pinole's website at www.ci.pinole.ca.us.

WESTERN CONTRA COSTA TRANSIT AUTHORITY

BOARD OF DIRECTORS

MEETING MINUTES

December 13, 2018

City Council Chambers, 2131 Pear Street, Pinole

REGULAR MEETING - 6:30 P.M.

A. CALL TO ORDER, ROLL CALL, & PLEDGE OF ALLEGIANCE

Chair Kelley called the meeting to order at 6:30 p.m., and Director Martinez-Rubin led the Pledge of Allegiance.

DIRECTORS PRESENT

Chair Chris Kelley, Tom Hansen, Roland Esquivias, Norma Martinez-Rubin, Aleida Chavez arrived at 6:48 p.m., and Anthony Tave Arrived at 6:51 p.m.

STAFF PRESENT

Charles Anderson, Rob Thompson, Yvonne Morrow, Mike Furnary

GUESTS PRESENT

Karen DeRosa, General Manager, MV Transportation Pinole Division, and David DeRosa

B. APPROVAL OF AGENDA

MOTION: A motion was made by Alternate Director Esquivias, seconded by Director Hansen to approve the agenda. The motion was carried by the following vote:

Ayes: 4 - Esquivias, Hansen, Martinez-Rubin, Kelley

C. PUBLIC COMMUNICATIONS

Director Martinez-Rubin read into the record an email communication from local resident and LYNX rider, Jeff Rubin.

Mr. Rubin complimented the LYNX service, touting both the cleanliness and comfort of the buses. He requested that WestCAT consider extending the service to and from San Francisco on the weekends on an abbreviated schedule.

He explained that this would accomplish the following: 1) provide travelers going to San Francisco to Giant's baseball games and various other leisure activities, such as shopping and the theater, an alternative to traffic congestion on I-80, 2) an alternative to riding dirty, unsafe BART trains, 3) introduce travelers, many of whom would likely be commuting to San Francisco by BART or automobile, to the comfort of traveling via LYNX, and lastly, 4) to promote the new double decker buses.

1.0 CONSENT CALENDAR

MOTION: A motion was made by Director Hansen, seconded by Alternate Director Esquivias to approve Consent Calendar Item 1.1 and Receive Item 1.2. The motion was carried by the following vote:

Ayes: 4 - Hansen, Esquivias, Martinez-Rubin, Kelley

2.0 ITEMS FOR BOARD ACTION / DISCUSSION

2.1. Presentation, Discussion and Approval of 2019 Update to WCCTA Title VI Plan

Recommendation: Formal Approval of 2019 Update to WCCTA Title VI Plan.

Transit Grants and Compliance Manager Furnary, presented the item.

1. The plan must be updated every three years.
2. The current plan as presented, does not have any substantial changes from the previous board approved Title VI Plan. However, it does contain some updated demographic information, and some minor changes to the language assistance plan.
3. One addition to the plan is that we have now enlisted the services of an on demand language assistance service, which will allow us to have a relay service provide translation services to individuals in just about any language.
4. This will help us with our riders who are of limited English proficiency, in the few cases where staff are unable to assist with translation.

MOTION: A motion was made by Director Hansen, seconded by Alternate Director Esquivias to approve Resolution 2018-05 approving WCCTA 2019 Title VI Plan. The motion was carried by the following vote:

Ayes: 4- Hansen, Esquivias, Martinez-Rubin, Kelley

2.2. Report on Regional Measure 3 Project Applications for WCCTA Facility Expansion and Modernization, and Bus Acquisition for Express Bus Service Expansion in the I-80 Corridor

Recommendation: Discussion and Direction to Staff.

General Manager Anderson, introduced that item and provided some background, along with details about the WCCTA Facility Expansion and Modernization project.

1. These two project applications have been submitted to the Contra Costa Transportation Authority (CCTA), the agency that is putting together the County's program for the Regional Measure 3 projects.
2. Subsequent to the approval of Regional Measure 3 by the voters in June of 2018, there was a lawsuit filed against it. Thus, its status is somewhat in question, but legal experts believe that it will be resolved fairly quickly and in a positive way to retain RM3.
3. These two applications were part of a sixteen-project application that was forwarded to MTC last month.
4. The WCCTA Facility Expansion and Modernization project, was a named project in the RM3 legislation that went to the voters.
5. WCCTA Facility Expansion and Modernization project may also qualify for prioritization in the first round cycle of RM3 funding, due to the urgency of the project.

6. This is the initial project report, but there will be other requirements as we go forward.
7. It is not entirely clear what the allocation cycle is going to look like. Until MTC takes an action, and until the funding is secure, we probably won't know when the funding decisions are going to be made, and when the funds will be released and available to us.
8. MTC is doing preparatory work now and prioritizing projects based on certain criteria, such as project readiness.
9. The court challenge is basically a question as to whether RM3 tolls are a user fee or a tax.
10. The legal experts are thinking it is actually not a challenge that is likely to succeed in the courts, but no funding allocations are likely to be made until that's resolved.

Board Members asked questions and made comments.

Director Aleida Chavez arrived at 6:48 p.m.

General Manager Anderson, provided some details regarding the Bus Acquisition for Express Bus Service Expansion in the I-80 Corridor project.

1. There was a line item in the RM3 legislation relating to improved transit service in the I-80 corridor, and \$25 Million was set aside for that.
2. \$5 Million is associated with the first project, and an additional \$5 Million request is being put forward by the CCTA to fund the acquisition of additional double deck vehicles for our Transbay service. That is the subject of the second project.
3. This project will require additional board action. But, this item is to ensure that we have at least \$5 Million available to fund the bus acquisition.
4. The delivered price of a double deck vehicle is just under \$1 Million.

Board Members asked questions and made comments.

General Manager Anderson, stated that we do not know what the demand will be going forward or how many more vehicles we may require, but he assured the board that all five of these vehicles will be used productively.

Chair Kelley stated that she thinks that people find the double deckers cool and fun to ride, and it might increase ridership.

Director Anthony Tave arrived at 6:51 p.m.

Director Martinez-Rubin stated that she is hopeful that the public will consider the value of these vehicles, to the extent that they will keep them as they are when they are initially rolled out.

2.3. Consideration and Acceptance of Proposal from Gannett Fleming, Inc. to Provide Services Detailed in Task Order 3 under On Call Engineering Consulting Services Contract #2017-01, at a Cost Not to Exceed \$193,700

Recommendation: Authorize General Manager to Accept Proposal from Gannett Fleming and to Issue a Notice to Proceed for Task Order 1 at a Cost Not to Exceed \$193,700.

General Manager Anderson, introduced the item and provided a staff report.

1. There have been considerable delays in the approval of certain components of the bus wash project, extending about 6 months beyond its expected approval through the City of Pinole.
2. As a consequence, a lot of the budget that had been set aside for design assistance during construction was exhausted.
3. We still need those services, so we asked for another proposal to get some capacity to perform that work, which has been included here.
4. Some preliminary design work for the new parcel has also been included as well as some other support items in managing the bid process and construction award.

Board Members asked questions and made comments.

General Manager Anderson, concluded that we still have budget capacity in our initial phases of the work, and if we're successful in having the RM3 project approved, a lot of the design and engineering work will be covered under that grant. If not, we have Transportation Development Act funds that are available to apply to it.

MOTION: A motion was made by Director Chavez, seconded by Director Tave to authorize General Manager to accept proposal from Gannett Fleming and to issue a notice to proceed for task order 3 at a cost not to exceed \$193,700. The motion was carried by the following vote:

Ayes: 6 – Chavez, Tave, Hansen, Esquivias, Martinez-Rubin, Kelley

2.4. Approval for General Manager to Enter into Agreement between the Western Contra Costa Transit Authority and the San Francisco Bay Area Rapid Transit District in Connection with Early Morning Bus Services

Recommendation: Authorize General Manager to Finalize Contract Language and Enter into Agreement.

General Manager Anderson, introduced the item, and Assistant General Manager Thompson, provided a staff report.

1. The final agreement between ourselves and BART has not yet been received, but a copy of the initial draft that was provided at our last BOD meeting was included in the packet.
2. The work to be carried out involves essential maintenance and safety work on the Transbay Tube and throughout the BART system for approximately 3 ½ years. This will impact the first hour of early morning BART service between 4:00 a.m. and 5:00 a.m.
3. WestCAT has been asked to provide two daily trips; both will leave El Cerrito del Norte BART, provide service to the MacArthur BART station, onto 19th Street in Oakland, and then on into San Francisco.

4. These trips will depart the BART station at approximately 4:25 a.m. and 4:40 a.m., M-F. Each trip will deadhead on the return trip and will then go into regular LYNX service.
5. Due to the early start, we're asking our contractor to begin their operations approximately 30 minutes earlier than we currently do. We need dispatchers, road supervisors, and mechanics on site to actually start the service as the drivers turn up.
6. This additional cost will also be reflected in the cost per hour of service that we've negotiated with BART as part of this agreement, and will be covered in full by BART.
7. The intent is to begin this service on February 11, 2019. Although, there are still a number of coordination meetings with BART, MV Transit, and the other operators slated, in order to finalize how we're going to go about all of this.
8. We've been working with BART to finalize the agreement language relating to items such as insurance and liability coverage, and cost per hour of service.
9. We're now waiting for BART to finalize the terms and sign-off on the agreement, and then we'll have the actual final version in hand.

Board Members asked questions and made comments.

MOTION: A motion was made by Director Hansen, seconded by Director Martinez-Rubin to authorize General Manager to finalize contract language and enter into agreement. The motion was carried by the following vote:

Ayes: 6 - Hansen, Martinez-Rubin, Esquivias, Tave, Chavez, Kelley

2.5. Presentation and Discussion of JPX Route Performance Issues.

Recommendation: Discussion and Direction to Staff.

General Manager Anderson, introduced the item and provided an update.

This item continues the discussion about some schedule adherence problems that we've had on the JPX route. In particular, on Pinole Valley Road at Henry (Sprouts) in Pinole.

WestCAT, along with our operations contractor, have been making an effort to address some of the issues as follows:

- a. MV Transit has stepped up at both the corporate and local levels, to provide support in figuring out the issues and what steps we can take.
- b. Video is being reviewed, arrival times at stops are being monitored, and Road Supervisors have been out providing status reports to passengers.
- c. Notations are being made on what time in the morning that we've been having these issues.
- d. Changes have been made to driver work assignments to improve schedule adherence.
- e. Back-up drivers have been assigned to the route from its start in Hercules.
- f. Correctable issues relating to buses getting out of the gate on time have been addressed.
- g. To address the difficulty in retaining a full complement of drivers, MV has been aggressively recruiting, and have a lot of people in training now.

- h. We've hired an operations expert to conduct field observations of riders, collect their input and provide them with information, talk with the drivers, and provide staff with feedback on her observations.
- i. We've also initiated the replacement of our automatic vehicle location system (AVL system), which allows dispatchers to monitor the position of all of the buses.
- j. We've conducted our own internal review of operations data and video, to identify any areas in need of improvement.
- k. General Manager Anderson personally responds to any rider comments and complaints that he receives, and follow-ups with customers to try and identify an acceptable resolution to their concerns.
- l. We've identified some structural problems with the circulation network here, which we can't resolve at present, but we'll work to address this problem in our next schedule revision.

General Manager Anderson mentioned that overall, we've noticed a big improvement to our operations in the field, and also in the number of passenger comments we're getting.

Board Members asked questions and made comments.

General Manager Anderson addressed a question posed by Director Tave that with the exception of the LYNX, there's been a decline in ridership. In the case of the LYNX, it really is something with a lot of growth potential. However, having to cancel one of our routes for a few months may have undermined a lot of the confidence in the system, along with some of the recent operational problems, which may have further exacerbated that problem. We're taking this seriously, and we want to make sure that we have a reliable service for passengers and that folks come back to the system.

Directors Tave and Martinez-Rubin asked some additional questions, and added further comments.

General Manager Anderson encouraged citizens to reach out to board members and/or staff, because we need to have input from the public.

Chair Kelley provided some closing remarks.

General Manager Anderson announced an upcoming change at the El Cerrito del Norte BART station. Due to ongoing BART construction, WestCAT and AC Transit are moving off site to a location on Key Blvd. at Cutting Blvd. this coming Monday. The relocation will be approximately one year.

He explained some of the remaining issues involving BART and the City of El Cerrito, and described the actions being taken to try and mitigate any problems.

Director Martinez-Rubin requested that the BART station agents also be prepared to assist passengers during the construction, and Mr. Anderson replied that he would make that call tomorrow.

Board members asked additional questions.

General Manager Anderson confirmed that notices have been placed in and around the station, and onboard the buses. Bus schedules haven't been adjusted, but we're going to see how it goes operationally, remaining cognizant of the fact that it does take longer in getting from the BART platform to Key Boulevard. We'll be watching the routes carefully both in the

morning and evening, and will make adjustments as needed. It's going to be complicated, and a little messy for the first couple of weeks.

2.6. Status Report on Salesforce Transit Center Bus Deck Closure

Recommendation: Discussion and Direction to Staff.

General Manager Anderson, introduced the item and provided an update.

There is no projected opening date at present, but the TJPA has released a progress report, which was included in the board packets.

3.0 COMMITTEE REPORTS

3.1. General Manager's Report

General Manager Anderson, provided a status report on the double deck vehicles. All 3 double deck vehicles have been received and are in the final testing and acceptance stages. A big issue has been that they weren't equipped with Clipper, and the frustration has been that all that work is done by the Clipper vendor Cubic, and we've been trying to expedite a fix.

We had the vehicles prewired, but they were prewired with the incorrect harnesses, so we have that to resolve. However, with MTC's help, it's been elevated and work is now on the way to get the equipment installed on those vehicles. In fact, one of them now has the correct Clipper equipment installed, and the other two will soon follow. He is hopeful that by month's end, they'll be ready to be placed into service.

General Manager Anderson, introduced the next item, the Stuff a Bus food and toy donation drives, and asked the Marketing Manager, Yvonne Morrow, to provide a staff report.

Marketing Manager Morrow delivered her report and extended an invitation to the Board and the public to attend the second drive in Hercules, taking place on the coming Friday. She concluded by providing details on the location and time, and explained that this information is also available on WestCAT's various Social Media pages and website.

General Manager Anderson, reported that the Contra Costa Transportation Authority has an ex-officio position on its Board that is held by a representative of the bus transit operators in the county. That position rotates amongst the four operators on an annual basis, and it's our turn to fill the alternate roll, beginning February 1, 2019. Thus, we need to appoint someone from the Board to represent the bus operators. According to CCTA, it has to be an elected official.

MOTION: A motion was made by Director Hansen, seconded by Director Esquivias to approve appointment of Chair Kelley as Ex-officio Board Member to the Contra Costa Transportation Authority. The motion was carried by the following vote:

Ayes: 6 - Hansen, Esquivias, Martinez-Rubin, Tave, Chavez, Kelley

General Manager Anderson, concluded that due to several conflicting events and meetings taking place in January, he would like to try and move the regular Board meeting until later in the month. He will send an email or doodle poll out to the Board to assess availability for an alternate time for the meeting.

4.0 CORRESPONDENCE None

5.0 BOARD COMMUNICATION None

6.0 ADJOURNMENT

At 7:40 p.m., Chair Kelley adjourned the regular meeting of the WCCTA Board of Directors of December 13, 2018.

Chris Kelley, Chair

Date

Charles Anderson, Secretary

Date

WCCTA - WestCAT
Purchase Journal

ITEM #

1.2

Filter Criteria includes: 1) Vendor IDs from to ; 2) Unposted transactions only; 3) includes Drop Shipments. Report order is by Date. Report is printed in Detail Format.

| Date | Account ID Account Description | Invoice/CM # | Line Description | Debit Amount | Credit Amount |
|----------|--|---------------|--|--|----------------------------|
| 12/7/18 | 50908-10 Marketing & Advertising, Ope 20100 Accounts Payable | AAX010619-A10 | Employee anniversary jackets Blue Sky Sports | 74.28 | 74.28 |
| 12/11/18 | 50499-60 Other Mat & Supplies, Admin 20100 Accounts Payable | M-2209482841 | Office supplies Staples | 149.50 | 149.50 |
| 12/18/18 | 50908-10 Marketing & Advertising, Ope 20100 Accounts Payable | M-110514346 | Lynx promo bags EAST PENN manufacturing co., inc. | 441.76 | 441.76 |
| 12/20/18 | 11104 Facility Repairs 20100 Accounts Payable | 10718 | Installed tankless hot water heater Kurt's Plumbing & Heating | 5,785.00 | 5,785.00 |
| 12/21/18 | 50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable | 194759 | Vehicle parts Lift-U | 379.23 | 379.23 |
| 12/31/18 | 50300-10 Outside Services, Operations 20100 Accounts Payable | 102 | Transit consulting Electra McFadden-Jeter | 4,000.00 | 4,000.00 |
| 12/31/18 | 50800-10 Purchased Transportation, Ope 50800-41 Purchased Transp, Veh Maint 50600-10 Insurance, Operations 20100 Accounts Payable | 97648 | December service December maintenance December liability ins. MV Transportation | 514,472.55 71,667.00 15,496.83 | 601,636.38 |
| 2/1/19 | 50215-60 Fringe Benefits, Admin 20100 Accounts Payable | 2/19 | February medical ins. Kaiser Foundation Health Plan, Inc. | 9,697.89 | 9,697.89 |
| | | | | 622,164.04 | 622,164.04 |

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Purchase Journal

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| Date | Account ID Account Description | Invoice/CM # | Line Description | Debit Amount | Credit Amount |
|----------|--|--------------|---|------------------|---------------|
| 1/13/19 | 50300-60 Outside Services, Admin 20100 Accounts Payable | 51011 | Office supplies (Mike's business cards) A 2 Z Printing Center | 216.62 | 216.62 |
| 12/24/18 | 50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable | M-52784 | Key copies and repaired handle on hallway door Armor Locksmith Services | 399.76 | 399.76 |
| 12/31/18 | 50501-10 Telephone, Operations 50501-60 Telephone, Admin 20100 Accounts Payable | 12/18 | Dec Phone serv Dec Phone serv AT&T | 560.00 279.99 | 839.99 |
| 12/31/18 | 50499-42 Other Mat&Suppl, Non-Veh 20100 Accounts Payable | M-IN02236244 | Janitorial supplies CCP Industries Inc. | 545.53 | 545.53 |
| 12/27/18 | 50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable | 122400 | Vehicle parts Chuck's Brake & Wheel | 2,577.25 | 2,577.25 |
| 12/27/18 | 50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable | M-38K194152 | Uniform Cintas Corporation | 1,075.04 | 1,075.04 |
| 1/1/19 | 50501-10 Telephone, Operations 50501-60 Telephone, Admin 20100 Accounts Payable | 74516492 | Jan fiber optic network Jan fiber optic network Comcast Business | 585.04 292.50 | 877.54 |
| 12/20/18 | 50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable | M-3283540014 | Vehicle parts Dentoni's Welding Works Inc. | 1,120.07 | 1,120.07 |
| 12/20/18 | 50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable | M-17288 | Vehicle parts Diesel Marine Electric | 1,822.30 | 1,822.30 |
| 12/31/18 | 50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable | 12/18 | Dec bus stop shelter maintenance Don Hinkle | 841.50 | 841.50 |
| 12/24/18 | 50500-10 Utilities, Operations 50500-60 Utilities, Admin 20100 Accounts Payable | 12/18 | Dec water serv 10/23-12/24/18 Dec water serv 10/23-12/24/18 EBMUD | 842.24 421.11 | 1,263.35 |
| 12/27/18 | 50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable | CASA158145 | Vehicle parts Fastenal Company | 29.75 | 29.75 |
| 12/28/18 | 50401-10 | M-18-826927 | DEF, FCAB51, and motor oil | 3,813.32 | |

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| Date | Account ID Account Description | Invoice/CM # | Line Description | Debit Amount | Credit Amount |
|----------|---|----------------|---|--------------------|---------------|
| | Fuel & Lubricants 20100 Accounts Payable | | Flyers Energy, LLC (RCP) | | 3,813.32 |
| 1/8/19 | 50401-10 Fuel & Lubricants 20100 Accounts Payable | M-19-831847 | DEF, motor oil, and FCAB51 Flyers Energy, LLC (RCP) | 2,309.43 | 2,309.43 |
| 12/27/18 | 50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable | M-40531497 | Vehicle parts (no MV) Gillig LLC | 2,526.54 | 2,526.54 |
| 2/1/19 | 50215-60 Fringe Benefits, Admin 20100 Accounts Payable | 2/19 | Feb med ins. Health Care Dental | 958.07 | 958.07 |
| 1/15/19 | 20200 Accrued Payroll Liabilities 20200 Accrued Payroll Liabilities 20100 Accounts Payable | 1/19 | January 15th deferred comp 401K loan Vantagepoint Transfer Agents -- 457 | 2,662.33 189.90 | 2,852.23 |
| 12/31/18 | 50402-10 Tires & Tubes 20100 Accounts Payable | M-117712 | Dec tires (no o/s) J & O's Commercial Tire Center | 12,952.57 | 12,952.57 |
| 12/28/18 | 50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable | M-D715950 | Vehicle parts Kenworth Pacific Holding | 4,074.82 | 4,074.82 |
| 12/29/18 | 50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable | 308087 | Vehicle parts Napa Auto Parts Antioch | 5,735.89 | 5,735.89 |
| 1/6/19 | 51200-60 Rentals & Leases, Admin 20100 Accounts Payable | 62068910 | Jan copier Pacific Office Automation/Lease | 356.16 | 356.16 |
| 12/31/18 | 51200-60 Rentals & Leases, Admin 20100 Accounts Payable | 802331 | Excess black and color meter Pacific Office Automation/Service | 62.90 | 62.90 |
| 1/1/19 | 50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable | 52401 | Jan landscaping Pacific Site Landscaping | 485.10 | 485.10 |
| 12/31/18 | 50501-10 Telephone, Operations 20100 Accounts Payable | 20460-122018 | Dec phone serv STREAMS | 1,010.18 | 1,010.18 |
| 12/31/18 | 50500-10 Utilities, Operations 50500-60 Utilities, Admin 20100 Accounts Payable | 0851-153329078 | Dec serv Dec serv Republic Services #851 | 522.38 261.18 | 783.56 |

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| Date | Account ID Account Description | Invoice/CM # | Line Description | Debit Amount | Credit Amount |
|----------|--|-----------------|---|----------------|---------------|
| 12/31/18 | 50401-10 Fuel & Lubricants 20100 Accounts Payable | 57-416014 12/18 | Diesel fuel tax 10/1-12/31/18 State Board of Equalization | 1,062.49 | 1,062.49 |
| 12/31/18 | 50401-10 Fuel & Lubricants 20100 Accounts Payable | 44-002477 12/18 | Underground storage 10/1-12/31/18 State Board of Equalization (TK) | 2,341.06 | 2,341.06 |
| 12/31/18 | 50300-10 Outside Services, Operations 50300-60 Outside Services, Admin 20100 Accounts Payable | 12/18 | Dec serv Dec serv Western Exterminator Co. | 98.68 49.32 | 148.00 |
| | | | | 53,081.02 | 53,081.02 |

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| Date | Account ID Account Description | Invoice/CM # | Line Description | Debit Amount | Credit Amount |
|----------|---|---------------|--|--------------|---------------|
| 1/15/19 | 50300-10 Outside Services, Operations | 272132490115M | Monitoring fee-fire 2/1-5/1/19 | 432.76 | |
| | 50300-60 Outside Services, Admin | | Monitoring fee-fire 2/1-5/1/19 | 216.38 | |
| | 20100 Accounts Payable | | Bay Alarm Company | | 649.14 |
| 12/31/18 | 50300-41 Outside Service, Vehicle Main | M-43645 | Vehicle repair units #34, and #37 (orig. date 9/26/17) Creative Bus will reimburse | 1,208.85 | |
| | 20100 Accounts Payable | | Bay Area Bus Repair, Inc. | | 1,208.85 |
| 1/14/19 | 50901-60 Dues & Subscriptions, Admin | 1/19 | Annual membership 2019 | 200.00 | |
| | 20100 Accounts Payable | | Bay Front Chamber of Commerce | | 200.00 |
| 1/14/19 | 50499-41 Other Mat & Supplies, Veh Ma | 467563 | Vehicle parts | 471.96 | |
| | 20100 Accounts Payable | | Big Joe California North | | 471.96 |
| 1/15/19 | 50501-10 Telephone, Operations | 75135570 | Jan phone serv | 646.71 | |
| | 50501-60 Telephone, Admin | | Jan phone serv | 323.35 | |
| | 20100 Accounts Payable | | Comcast Business | | 970.06 |
| 1/13/19 | 50300-10 Outside Services, Operations | 3662 | Maint and inspect | 2,774.55 | |
| | 20100 Accounts Payable | | Contra Costa Fire Equipment | | 2,774.55 |
| 1/15/19 | 50401-10 Fuel & Lubricants | M-19-837013 | FCAB51, DEF, and motor oil | 1,199.01 | |
| | 20100 Accounts Payable | | Flyers Energy, LLC (RCP) | | 1,199.01 |
| 12/31/18 | 50300-42 Outside Service, Non-Veh Mai | 13 | Nov and Dec cleaning | 4,268.00 | |
| | 20100 Accounts Payable | | GCI JANITORIAL SERVICES | | 4,268.00 |
| 12/4/18 | 50300-10 Outside Services, Operations | 1800002394 | Freight for PEM machine | 185.60 | |
| | 20100 Accounts Payable | | GENFARE | | 185.60 |
| 12/7/18 | 50500-10 Utilities, Operations | 1811C55 | Water analysis | 125.10 | |
| | 20100 Accounts Payable | | McCampbell Analytical Services | | 125.10 |
| 1/22/19 | 50902-60 Travel Expense, Admin | 1/19 | WCCTA Mobility Meeting | 4.41 | |
| | 50908-10 Marketing & Advertising, Ope | | Drivers insentive | 115.80 | |
| | 20100 Accounts Payable | | Andramica Mcfadden | | 120.21 |
| 1/10/19 | 50500-10 Utilities, Operations | 1/19 | Jan gas and electric 12/12/18-1/10/19 | 1,941.98 | |
| | 50500-60 Utilities, Admin | | Jan gas and electric 12/12/18-1/10/19 | 970.98 | |
| | 20100 | | PG & E | | 2,912.96 |

WCCTA - WestCAT
Purchase Journal

Filter Criteria includes: 1) Unposted Transactions only; 2) Includes Drop Shipments. Report order is by Vendor ID. Report is printed in Detail Format.

| Date | Account ID Account Description | Invoice/CM # | Line Description | Debit Amount | Credit Amount |
|----------|--|--------------|--|------------------|------------------|
| | Accounts Payable | | | | |
| 1/22/19 | 50300-41 Outside Service, Vehicle Main 20100 Accounts Payable | 1/19 | Install tire rack RAM Welding & FAB | 592.00 | 592.00 |
| 1/15/19 | 50300-41 Outside Service, Vehicle Main 20100 Accounts Payable | 78936740 | Waste pick-up Safety-Kleen Systems, Inc. | 199.00 | 199.00 |
| 1/3/19 | 50401-10 Fuel & Lubricants 20100 Accounts Payable | 148754 | Diesel Spartan Tank Lines, Inc. | 18,748.67 | 18,748.67 |
| 1/10/19 | 50401-10 Fuel & Lubricants 20100 Accounts Payable | 148959 | Diesel Spartan Tank Lines, Inc. | 19,971.38 | 19,971.38 |
| 1/16/19 | 50401-10 Fuel & Lubricants 20100 Accounts Payable | 149114 | Diesel Spartan Tank Lines, Inc. | 19,596.29 | 19,596.29 |
| 10/17/18 | 50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable | 4979 | install low perm gas hoses Superior Undergroud Tank Serv. | 1,626.08 | 1,626.08 |
| 12/21/18 | 50300-10 Outside Services, Operations 20100 Accounts Payable | 12/18 | Dec DAR tablets T-MOBILE | 3,338.96 | 3,338.96 |
| 12/21/18 | 50300-10 Outside Services, Operations 20100 Accounts Payable | 9820732376 | Dec cell phones 1/22-12/21/18 Verizon Wireless | 577.44 | 577.44 |
| | | | | <u>79,735.26</u> | <u>79,735.26</u> |

WCCTA - WestCAT
Purchase Journal

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| Date | Account ID Account Description | Invoice/CM # | Line Description | Debit Amount | Credit Amount |
|----------|--|--------------|--|------------------|-------------------|
| 12/31/18 | 11103 Office Equipment & Furniture 20100 Accounts Payable | 12/18 | December payment Bank of America Business Card | 4,598.14 | 4,598.14 |
| 12/31/18 | 50499-60 Other Mat & Supplies, Admin 20100 Accounts Payable | 12/2018 | Office supplies and marketing expenses Petty Cash, WCCTA/Erenia Rivera | 250.62 | 250.62 |
| 1/9/19 | 50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable | 2103F | Vehicle parts Veritech | 837.00 | 837.00 |
| 1/14/19 | 11101 Transp. Vehicles & Equipment 20100 Accounts Payable | 90023262 | Installation of Clipper OBE on new double decker buses CUBIC | 7,340.52 | 7,340.52 |
| 1/15/19 | 50500-10 Utilities, Operations 50500-60 Utilities, Admin 20100 Accounts Payable | 1/2019 | Jan electric 12/15/18-1/15/19 Jan electric 12/15/18-1/15/19 PG & E | 8.00 3.99 | 11.99 |
| | | | | 13,038.27 | 13,038.27 |

WCCTA - WestCAT
Purchase Journal

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| Date | Account ID Account Description | Invoice/CM # | Line Description | Debit Amount | Credit Amount |
|----------|--|--------------|--|--------------|---------------|
| 11/20/18 | 50499-60 Other Mat & Supplies, Admin 20100 Accounts Payable | M-2197236121 | Office supplies Staples | 125.34 | 125.34 |
| 1/1/19 | 50215-60 Fringe Benefits, Admin 20100 Accounts Payable | 1/19 | Jan medical ins Kaiser Foundation Health Plan, Inc. | 11,830.52 | 11,830.52 |
| | | | | 11,955.86 | 11,955.86 |

A/P DISBURSEMENTS FEBRUARY 2019

2/4/19 at 16:49:56.84

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WCCTA - WestCAT Purchase Journal

Filter Criteria includes: 1) Unposted Transactions only; 2) Includes Drop Shipments. Report ordered by Vendor ID. Report is printed in Detail Format.

| Date | Account ID Account Description | Invoice/CM # | Line Description | Debit Amount | Credit Amount |
|---------|---|--------------|--|--------------|---------------|
| 1/17/19 | 11101 Transp. Vehicles & Equipment | M-65134 | 4 New buses units #409, 410, 411, 412 (FTA \$1,800,936.00; AB664 \$390,308.90; PTMISEA \$68,009.74) | 2,259,254.64 | |
| | 20100 Accounts Payable | | Gillig LLC | | 2,259,254.64 |
| 2/4/19 | 50300-60 Outside Services, Admin | 1229998 | Nov legal services (orig 12/31/18) | 350.00 | |
| | 20100 Accounts Payable | | Hanson Bridgett LPP | | 350.00 |
| 1/31/19 | 20200 Accrued Payroll Liabilities | 1/2019 | January 31st deferred comp | 2,668.37 | |
| | 20200 Accrued Payroll Liabilities | | 401K loan | 189.90 | |
| | 20100 Accounts Payable | | Vantagepoint Transfer Agents -- 457 | | 2,858.27 |
| 1/31/19 | 50800-10 Purchased Transportation, Ope | 98228 | Jan serv | 535,992.15 | |
| | 50800-41 Purchased Transp, Veh Maint | | Jan maint | 71,667.00 | |
| | 50600-10 Insurance, Operations | | Jan liability ins | 16,626.96 | |
| | 20100 Accounts Payable | | MV Transportation | | 624,286.11 |
| 1/30/19 | 11104 Facility Repairs | 1/2019 | Building maint | 205.00 | |
| | 20100 Accounts Payable | | RAM Welding & FAB | | 205.00 |
| | | | | 2,886,954.02 | 2,886,954.02 |

WCCTA - WestCAT
Purchase Journal

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| Date | Account ID Account Description | Invoice/CM # | Line Description | Debit Amount | Credit Amount |
|---------|--|--------------|--|----------------------|---------------|
| 2/14/19 | 50499-42 Other Mat&Suppl, Non-Veh 20100 Accounts Payable | M-1030 | Janitorial supplies A2D Solutions | 726.31 | 726.31 |
| 1/23/19 | 50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable | 162850 | Buswash supply Aldran Chemical | 1,543.85 | 1,543.85 |
| 1/31/19 | 50501-10 Telephone, Operations 50501-60 Telephone, Admin 20100 Accounts Payable | 1/19 | Jan phone serv Jan phone serv AT&T | 560.20 280.09 | 840.29 |
| 1/25/19 | 50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable | M-522593 | Vehicle parts Big Joe California North | 740.71 | 740.71 |
| 2/2/19 | 50499-42 Other Mat&Suppl, Non-Veh 20100 Accounts Payable | M-IN02254490 | Janitorial supplies CCP Industries Inc. | 297.60 | 297.60 |
| 1/30/19 | 50499-41 Other Mat & Supplies, Veh Ma 50300-41 Outside Service, Vehicle Main 20100 Accounts Payable | M-122549 | Vehicle parts Vehicle repair unit #161 Chuck's Brake & Wheel | 3,246.91 2,476.00 | 5,722.91 |
| 1/31/19 | 50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable | M-38K203524 | Uniform Cintas Corporation | 1,343.40 | 1,343.40 |
| 2/1/19 | 50501-10 Telephone, Operations 50501-60 Telephone, Admin 20100 Accounts Payable | 76462222 | Feb fiber optic network Feb fiber optic network Comcast Business | 585.04 292.50 | 877.54 |
| 2/1/19 | 50215-60 Fringe Benefits, Admin 20200 Accrued Payroll Liabilities 20100 Accounts Payable | 2/19 | Feb LTD Feb supplemental life ins BCC | 650.27 269.31 | 919.58 |
| 3/1/19 | 50215-60 Fringe Benefits, Admin 20200 Accrued Payroll Liabilities 20100 Accounts Payable | 3/19 | Mar LTD Mar supplemental life ins BCC | 650.27 269.31 | 919.58 |
| 2/12/19 | 50300-41 Outside Service, Vehicle Main 20100 Accounts Payable | M-3374 | Vehicle repair units #204, and #602 Delta Auto Glass, Inc. | 300.00 | 300.00 |
| 1/31/19 | 50499-41 Other Mat & Supplies, Veh Ma | M-290310004 | Vehicle parts | 1,009.46 | |

WCCTA - WestCAT
Purchase Journal

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| Date | Account ID Account Description | Invoice/CM # | Line Description | Debit Amount | Credit Amount |
|---------|---|-----------------|--|--------------|---------------|
| | 20100 Accounts Payable | | Dentoni's Welding Works Inc. | | 1,009.46 |
| 1/2/19 | 50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable | 56343 | Vehicle parts | 337.58 | |
| | | | Diesel Marine Electric | | 337.58 |
| 1/31/19 | 50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable | 1/19 | Jan bus stop shelter maint | 605.00 | |
| | | | Don Hinkle | | 605.00 |
| 2/15/19 | 50300-10 Outside Services, Operations 20100 Accounts Payable | 103 | Transit consulting for Feb | 4,000.00 | |
| | | | Electra McFadden-Jeter | | 4,000.00 |
| 1/30/19 | 50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable | CASA158426 | Vehicle parts | 174.84 | |
| | | | Fastenal Company | | 174.84 |
| 2/12/19 | 50401-10 Fuel & Lubricants 20100 Accounts Payable | M-19-853188 | FCAB51, DEF, and motor oil | 2,984.13 | |
| | | | Flyers Energy, LLC (RCP) | | 2,984.13 |
| 1/17/19 | 50300-41 Outside Service, Vehicle Main 20100 Accounts Payable | 196932 | Vehicle repair unit #30 | 390.04 | |
| | | | Ford Lincoln Fairfield | | 390.04 |
| 1/29/19 | 11105 Oper, Maint & Admin Facility 20100 Accounts Payable | 062936.02*68574 | Buswash project task 2 (TDA) | 7,860.34 | |
| | | | Gannett Fleming, Inc. | | 7,860.34 |
| 1/17/19 | 50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable | M-40538312 | Vehicle parts | 3,127.72 | |
| | | | Gillig LLC | | 3,127.72 |
| 3/1/19 | 50215-60 Fringe Benefits, Admin 20100 Accounts Payable | 3/19 | Mar dental ins | 958.07 | |
| | | | Health Care Dental | | 958.07 |
| 2/15/19 | 20200 Accrued Payroll Liabilities 20200 Accrued Payroll Liabilities 20100 Accounts Payable | 2/19 | Feb 15th deferred comp | 2,662.13 | |
| | | | 401K loan | 214.62 | |
| | | | Vantagepoint Transfer Agents -- 457 | | 2,876.75 |
| 1/1/19 | 50300-10 Outside Services, Operations 20100 Accounts Payable | i-21524 | 10 new tablets (orig 12/4/18) | 3,249.92 | |
| | | | Innovative Intelligent Products, LL | | 3,249.92 |
| 1/28/19 | 50402-10 Tires & Tubes 20100 Accounts Payable | M-118331 | Jan tires | 8,227.60 | |
| | | | J & O's Commercial Tire Center | | 8,227.60 |
| 3/1/19 | 50215-60 Fringe Benefits, Admin | 3/19 | Mar medical ins | 9,697.89 | |

WCCTA - WestCAT
Purchase Journal

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| Date | Account ID Account Description | Invoice/CM # | Line Description | Debit Amount | Credit Amount |
|---------|---|--------------|---|--------------|---------------|
| | 20100 Accounts Payable | | Kaiser Foundation Health Plan, Inc. | | 9,697.89 |
| 1/28/19 | 50499-41 Other Mat & Supplies, Veh Ma 20100 Accounts Payable | M-6886165 | Vehicle parts Kimball Midwest | 1,147.25 | 1,147.25 |
| 2/9/19 | 50908-10 Marketing & Advertising, Ope 20100 Accounts Payable | M-110605367 | Lynx/WestCAT promo National Pen Company | 697.56 | 697.56 |
| 2/13/19 | 50999-60 Miscellaneous Exp, Admin 20100 Accounts Payable | 201 | Employee appreciation lunch deposit Samara Southern Creations | 196.65 | 196.65 |
| 2/12/19 | 50902-60 Travel Expense, Admin 20100 Accounts Payable | 2/19 | Summer pass meeting Yvonne M. Morrow | 22.04 | 22.04 |
| | | | | 61,794.61 | 61,794.61 |

WCCTA - WestCAT
Purchase Journal

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| Date | Account ID Account Description | Invoice/CM # | Line Description | Debit Amount | Credit Amount |
|---------|---|-----------------|---|---|---------------|
| 2/15/19 | 50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable | 33831 | Annual certification and testing Afforda-Test | 995.00 | 995.00 |
| 1/31/19 | 50999-10 Miscellaneous Exp, Operation 50499-60 Other Mat & Supplies, Admin 50300-42 Outside Service, Non-Veh Mai 50410-10 Postage, Operations 50410-60 Postage, Admin 50908-10 Marketing & Advertising, Ope 50902-60 Travel Expense, Admin 50499-42 Other Mat&Suppl, Non-Veh 11103 Office Equipment & Furniture 20100 Accounts Payable | 1/19 | Shop meeting Office supplies Computer software (Zello) Postage Postage Drivers incentives, Yelping marketing BART meeting (Charlie) Comp network exp, temp & humidity sensor Computer/network equip/upgrades Bank of America Business Card | 153.98 22.91 360.00 16.66 8.33 500.46 16.00 182.31 6,497.76 | 7,758.41 |
| 1/29/19 | 50401-10 Fuel & Lubricants 20100 Accounts Payable | 19-845506 | Gas and diesel fuel Flyers Energy, LLC (RCP) | 18,254.81 | 18,254.81 |
| 2/20/19 | 11105 Oper, Maint & Admin Facility 20100 Accounts Payable | 062936.02*65241 | Buswash task 2 (PTMISEA) Gannett Fleming, Inc. | 1,210.31 | 1,210.31 |
| 1/31/19 | 11105 Oper, Maint & Admin Facility 20100 Accounts Payable | 1231954 | Legal services for buswash project (Dec) (PTMISEA) Hanson Bridgett LPP | 1,690.00 | 1,690.00 |
| 1/31/19 | 50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable | M-D721101 | Vehicle parts Kenworth Pacific Holding | 20,906.51 | 20,906.51 |
| 2/1/19 | 50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable | 10759 | Men and women bathroom repair Kurt's Plumbing & Heating | 400.00 | 400.00 |
| 1/26/19 | 50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable | M-301509 | Vehicle parts Napa Auto Parts Antioch | 7,506.77 | 7,506.77 |
| 2/9/19 | 51200-60 Rentals & Leases, Admin 20100 Accounts Payable | 62488307 | Feb copier Pacific Office Automation/Lease | 356.16 | 356.16 |
| 2/7/19 | 51200-60 Rentals & Leases, Admin 20100 Accounts Payable | 858739 | Excess color meter Pacific Office Automation/Service | 25.47 | 25.47 |
| 2/1/19 | 50300-42 | 52495 | Feb landscaping | 485.10 | |

WCCTA - WestCAT
Purchase Journal

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| Date | Account ID Account Description | Invoice/CM # | Line Description | Debit Amount | Credit Amount |
|---------|---|----------------|---|-----------------------------------|-----------------|
| | Outside Service, Non-Veh Mai 20100 Accounts Payable | | Pacific Site Landscaping | | 485.10 |
| 1/31/19 | 50501-10 Telephone, Operations 50501-60 Telephone, Admin 20100 Accounts Payable | 20460-12019 | Jan phone serv Jan phone serv STREAMS | 680.77 340.38 | 1,021.15 |
| 2/20/19 | 50300-60 Outside Services, Admin 20100 Accounts Payable | 1901 | 2nd qtr accounting serv Patricia A. Raedy | 5,605.00 | 5,605.00 |
| 2/21/19 | 50499-60 Other Mat & Supplies, Admin 50908-10 Marketing & Advertising, Ope 50499-42 Other Mat&Suppl, Non-Veh 50401-10 Fuel & Lubricants 50999-60 Miscellaneous Exp, Admin 20100 Accounts Payable | 2/19 | Office supplies Lynx double decker promo Clipboard for diesel log Propane change from prev. transaction(1/25/19) Raise the \$300.00 petty cash limit to \$400.00 Petty Cash, WCCTA/Erenia Rivera | 72.45 83.12 43.69 100.00 | 11.92 287.34 |
| 2/12/19 | 50500-10 Utilities, Operations 50500-60 Utilities, Admin 20100 Accounts Payable | 2/19 | Gas and electric 1/12-2/12/19 Gas and electric 1/12-2/12/19 PG & E | 2,022.09 1,011.04 | 3,033.13 |
| 1/31/19 | 50500-10 Utilities, Operations 50500-60 Utilities, Admin 20100 Accounts Payable | 0851-153356632 | Jan serv Jan serv Republic Services #851 | 522.62 261.30 | 783.92 |
| 2/7/19 | 50902-60 Travel Expense, Admin 20100 Accounts Payable | 2/19 | Jan and Feb meetings Robert Thompson | 162.60 | 162.60 |
| 1/29/19 | 50300-41 Outside Service, Vehicle Main 20100 Accounts Payable | 79026286 | Waste pick-up and drums Safety-Kleen Systems, Inc. | 2,381.49 | 2,381.49 |
| 1/24/19 | 50401-10 Fuel & Lubricants 20100 Accounts Payable | 149334 | Diesel Spartan Tank Lines, Inc. | 20,903.59 | 20,903.59 |
| 2/8/19 | 50401-10 Fuel & Lubricants 20100 Accounts Payable | 149825 | Diesel Spartan Tank Lines, Inc. | 21,573.52 | 21,573.52 |
| 1/29/19 | 50499-60 Other Mat & Supplies, Admin 50908-10 Marketing & Advertising, Ope | M-78304 | Office supplies Employee appreciation | 481.37 338.27 | |

WCCTA - WestCAT
Purchase Journal

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| Date | Account ID Account Description | Invoice/CM # | Line Description | Debit Amount | Credit Amount |
|---------|---|--------------|----------------------------------|--------------|---------------|
| | 20100 Accounts Payable | | Staples | | 819.64 |
| 2/1/19 | 50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable | 5040 | Diesel pump repair | 7,648.65 | |
| | | | Superior Undergroud Tank Serv. | | 7,648.65 |
| 1/21/19 | 50300-10 Outside Services, Operations 20100 Accounts Payable | 1/19 | DAR tablets | 3,384.78 | |
| | | | T-MOBILE | | 3,384.78 |
| 1/21/19 | 50300-10 Outside Services, Operations 20100 Accounts Payable | 9822672147 | Jan cell phones 12/22/18-1/21/19 | 568.19 | |
| | | | Verizon Wireless | | 568.19 |
| 1/31/19 | 50300-10 Outside Services, Operations | 1/19 | Jan serv | 98.67 | |
| | 50300-60 Outside Services, Admin 20100 Accounts Payable | | Jan serv | 49.33 | |
| | | | Western Exterminator Co. | | 148.00 |
| | | | | 127,921.46 | 127,921.46 |
| | | | | 127,921.46 | 127,921.46 |

WCCTA - WestCAT
Purchase Journal

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| Date | Account ID Account Description | Invoice/CM # | Line Description | Debit Amount | Credit Amount |
|---------|---|----------------|--|--------------|---------------|
| 2/15/19 | 50300-10 Outside Services, Operations | 2689124190215M | Monitoring fee-burglar 3/1-6/1/19 | 89.36 | |
| | 50300-60 Outside Services, Admin | | Monitoring fee-burglar 3/1-6/1/19 | 44.68 | |
| | 20100 Accounts Payable | | Bay Alarm Company | | 134.04 |
| 2/15/19 | 50501-10 Telephone, Operations | 77016892 | Feb phone serv | 654.31 | |
| | 50501-60 Telephone, Admin | | Feb phone serv | 327.15 | |
| | 20100 Accounts Payable | | Comcast Business | | 981.46 |
| 2/15/19 | 50300-10 Outside Services, Operations | 6-461-64090 | Shipping | 17.03 | |
| | 20100 Accounts Payable | | Federal Express Corporation | | 17.03 |
| 2/8/19 | 50300-41 Outside Service, Vehicle Main | 199363 | Vehicle repair unit #34 | 227.80 | |
| | 20100 Accounts Payable | | Ford Lincoln Fairfield | | 227.80 |
| 2/26/19 | 50300-42 Outside Service, Non-Veh Mai | 14 | Jan cleaning and toilet repair (HTC) | 4,252.85 | |
| | 20100 Accounts Payable | | GCI JANITORIAL SERVICES | | 4,252.85 |
| 2/14/19 | 50500-10 Utilities, Operations | 2/2019 | Electric 1/16-2/14/19 | 7.99 | |
| | 50500-60 Utilities, Admin | | Electric 1/16-2/14/19 | 3.99 | |
| | 20100 Accounts Payable | | PG & E | | 11.98 |
| 2/13/19 | 50999-60 Miscellaneous Exp, Admin | 201B | Final payment for employee appreciation lunch | 196.65 | |
| | 20100 Accounts Payable | | Samara Southern Creations | | 196.65 |
| 2/6/19 | 50499-41 Other Mat & Supplies, Vch Ma | 104831 | Vehicle parts | 3,279.98 | |
| | 20100 Accounts Payable | | The Janek Corporation | | 3,279.98 |
| 1/24/19 | 11103 Office Equipment & Furniture | 1901822 | Communications essentials (Prop IB security) | 8,351.57 | |
| | 20100 Accounts Payable | | Wireless N WiFi | | 8,351.57 |
| | | | | 17,453.36 | 17,453.36 |



Monthly Management Report Summary

December, FY 18/19

System & Program Summary

| | December FY 18/19 | December FY 17/18 | % Change | Year-To-Date FY 18/19 | Year-To-Date FY 17/18 | % Change |
|-------------------------------|----------------------|----------------------|-------------|--------------------------|--------------------------|-------------|
| System Total | | | | | | |
| Total Passengers | 85,806 | 86,841 | -1.2 | 594,616 | 607,629 | -2.1 |
| Revenue Passengers | 77,944 | 78,064 | -0.2 | 539,215 | 547,443 | -1.5 |
| Weekday Total Passengers | 81,016 | 81,355 | -0.4 | 565,113 | 576,185 | -1.9 |
| Saturday Total Passengers | 2,967 | 3,480 | -14.7 | 18,757 | 20,536 | -8.7 |
| Sunday Total Passengers | 1,823 | 2,006 | -9.1 | 10,746 | 10,908 | -1.5 |
| Weekday Average Passengers | 4,051 | 4,068 | -0.4 | 4,485 | 4,609 | -2.7 |
| Saturday Average Passengers | 593 | 696 | -14.8 | 670 | 708 | -5.4 |
| Sunday Average Passengers | 304 | 334 | -9.0 | 347 | 352 | -1.4 |
| Vehicle Revenue Hours | 8,693.21 | 8,648.64 | 0.5 | 54,897.47 | 51,139.13 | 7.3 |
| Total Vehicle Hours | 9,269.18 | 9,123.89 | 1.6 | 58,483.07 | 54,601.55 | 7.1 |
| Revenue Vehicle Miles | 158,018.3 | 156,782.7 | 0.8 | 998,499.0 | 914,590.3 | 9.2 |
| Total Miles | 172,187.0 | 171,085.0 | 0.6 | 1,087,446.0 | 1,024,313.9 | 6.2 |
| Dial-A-Ride Program | | | | | | |
| Number of Weekdays | 20 | 20 | 0.0 | 125 | 124 | 0.8 |
| Number of Saturdays | 5 | 5 | 0.0 | 28 | 29 | -3.4 |
| Total Passengers | 2,669 | 3,144 | -15.1 | 18,264 | 21,456 | -14.9 |
| Revenue Passengers | 2,504 | 2,985 | -16.1 | 17,083 | 20,093 | -15.0 |
| Weekday Total Passengers | 2,443 | 2,869 | -14.8 | 17,136 | 20,002 | -14.3 |
| Saturday Total Passengers | 226 | 275 | -17.8 | 1,128 | 1,454 | -22.4 |
| Weekday Average Passengers | 122 | 143 | -14.7 | 137 | 161 | -14.9 |
| Saturday Average Passengers | 45 | 55 | -18.2 | 40 | 50 | -20.0 |
| Vehicle Revenue Hours | 1,073.89 | 1,171.26 | -8.3 | 7,481.66 | 7,811.36 | -4.2 |
| Total Vehicle Hours | 1,184.99 | 1,260.43 | -6.0 | 8,172.88 | 8,372.48 | -2.4 |
| Productivity | 2.5 | 2.7 | -7.4 | 2.4 | 2.7 | -11.1 |
| Revenue Vehicle Miles | 15,077.0 | 16,710.5 | -9.8 | 106,421.4 | 107,896.5 | -1.4 |
| Total Miles | 16,763.0 | 18,446.0 | -9.1 | 117,593.0 | 119,734.9 | -1.8 |
| Express Routes Program | | | | | | |
| Number of Weekdays | 20 | 20 | 0.0 | 126 | 125 | 0.8 |
| Number of Saturdays | 5 | 5 | 0.0 | 28 | 29 | -3.4 |
| Number of Sundays | 6 | 6 | 0.0 | 31 | 31 | 0.0 |
| Total Passengers | 37,882 | 41,111 | -7.9 | 263,276 | 289,184 | -9.0 |
| Revenue Passengers | 34,735 | 37,477 | -7.3 | 240,724 | 263,419 | -8.6 |
| Weekday Total Passengers | 33,916 | 36,575 | -7.3 | 238,653 | 263,092 | -9.3 |
| Saturday Total Passengers | 2,143 | 2,530 | -15.3 | 13,877 | 15,184 | -8.6 |
| Sunday Total Passengers | 1,823 | 2,006 | -9.1 | 10,746 | 10,908 | -1.5 |
| Weekday Average Passengers | 1,696 | 1,829 | -7.3 | 1,894 | 2,105 | -10.0 |
| Saturday Average Passengers | 429 | 506 | -15.2 | 496 | 524 | -5.3 |
| Sunday Average Passengers | 304 | 334 | -9.0 | 347 | 352 | -1.4 |
| Vehicle Revenue Hours | 3,168.72 | 3,048.61 | 3.9 | 19,451.65 | 17,548.69 | 10.8 |
| Total Vehicle Hours | 3,397.32 | 3,217.46 | 5.6 | 20,833.94 | 18,905.11 | 10.2 |
| Productivity | 12.0 | 13.5 | -11.1 | 13.5 | 16.5 | -18.2 |
| Revenue Vehicle Miles | 57,587.8 | 54,994.2 | 4.7 | 355,126.0 | 325,768.7 | 9.0 |
| Total Miles | 61,779.2 | 58,567.0 | 5.5 | 380,732.5 | 350,090.2 | 8.8 |



Monthly Management Report Summary

December, FY 18/19

System & Program Summary

| | December FY 18/19 | December FY 17/18 | % Change | Year-To-Date FY 18/19 | Year-To-Date FY 17/18 | % Change |
|-----------------------------------|----------------------|----------------------|-------------|--------------------------|--------------------------|-------------|
| Local Fixed Routes Program | | | | | | |
| Number of Weekdays | 20 | 20 | 0.0 | 125 | 124 | 0.8 |
| Number of Saturdays | 5 | 5 | 0.0 | 28 | 29 | -3.4 |
| Total Passengers | 21,990 | 22,316 | -1.5 | 154,749 | 156,988 | -1.4 |
| Revenue Passengers | 17,858 | 17,617 | 1.4 | 126,298 | 126,176 | 0.1 |
| Weekday Total Passengers | 21,392 | 21,641 | -1.2 | 151,280 | 153,090 | -1.2 |
| Saturday Total Passengers | 598 | 675 | -11.4 | 3,469 | 3,898 | -11.0 |
| Weekday Average Passengers | 1,070 | 1,082 | -1.1 | 1,210 | 1,235 | -2.0 |
| Saturday Average Passengers | 120 | 135 | -11.1 | 124 | 134 | -7.5 |
| Vehicle Revenue Hours | 2,956.12 | 2,929.57 | 0.9 | 18,451.61 | 17,131.43 | 7.7 |
| Total Vehicle Hours | 3,095.58 | 3,051.26 | 1.5 | 19,356.05 | 17,935.02 | 7.9 |
| Productivity | 7.4 | 7.6 | -2.6 | 8.4 | 9.2 | -8.7 |
| Revenue Vehicle Miles | 45,347.7 | 44,919.6 | 1.0 | 283,016.8 | 258,443.3 | 9.5 |
| Total Miles | 47,974.1 | 47,514.5 | 1.0 | 300,020.1 | 273,242.0 | 9.8 |
| Transbay Lynx Program | | | | | | |
| Number of Weekdays | 20 | 20 | 0.0 | 126 | 125 | 0.8 |
| Number of Saturdays | 0 | 0 | | 1 | 0 | |
| Total Passengers | 23,265 | 20,270 | 14.8 | 158,327 | 140,001 | 13.1 |
| Revenue Passengers | 22,847 | 19,985 | 14.3 | 155,110 | 137,755 | 12.6 |
| Weekday Total Passengers | 23,265 | 20,270 | 14.8 | 158,044 | 140,001 | 12.9 |
| Saturday Total Passengers | | | | 283 | | |
| Weekday Average Passengers | 1,163 | 1,014 | 14.7 | 1,254 | 1,120 | 12.0 |
| Saturday Average Passengers | | | | 283 | | |
| Vehicle Revenue Hours | 1,494.48 | 1,499.20 | -0.3 | 9,512.55 | 8,647.65 | 10.0 |
| Total Vehicle Hours | 1,591.29 | 1,594.74 | -0.2 | 10,120.20 | 9,388.94 | 7.8 |
| Productivity | 15.6 | 13.5 | 15.6 | 16.6 | 16.2 | 2.5 |
| Revenue Vehicle Miles | 40,005.8 | 40,158.4 | -0.4 | 253,934.9 | 222,481.8 | 14.1 |
| Total Miles | 41,918.3 | 42,050.8 | -0.3 | 265,937.6 | 243,670.9 | 9.1 |

WestCAT Monthly Passenger & Auxiliary Revenue Reconciliation
Month & Fiscal Year- December 2018

| Cash Fares for Deposit | Monthly System Total | CYTD | Dial-A-Ride | Transbay-Lynx | Fixed Route |
|---|-----------------------------|------------------------|--------------------|----------------------|---------------------|
| Cash Fare - Regular | \$ 30,686.00 | \$ 210,711.50 | \$ - | \$ 14,801.25 | \$ 15,884.75 |
| Cash Fare - Senior & Disabled | \$ 4,392.75 | \$ 27,913.00 | \$ 771.25 | \$ 1,079.00 | \$ 2,542.50 |
| Cash Fare - Transfers | \$ 4,073.00 | \$ 27,178.75 | \$ 13.00 | \$ 188.00 | \$ 3,872.00 |
| Cash Fare - Regional Paratransit | \$ 501.00 | \$ 3,081.00 | \$ 501.00 | | |
| Cash Fare - Local Day Pass Sales | \$ 3,056.00 | \$ 19,139.00 | | \$ 3.00 | \$ 3,053.00 |
| Total Estimated Cash (a) | \$ 42,708.75 | \$ 288,023.25 | \$ 1,285.25 | \$ 16,071.25 | \$ 25,352.25 |
| Over/(Short) Cash Count | \$ 0.09 | \$ 6.22 | \$ (0.49) | \$ 0.65 | \$ (0.07) |
| Bank Deposit Corrections | \$ (2.17) | \$ (15.76) | | | \$ (2.17) |
| Subtotal Cash Fare Deposit | \$ 42,706.67 | \$ 288,013.71 | \$ 1,284.76 | \$ 16,071.90 | \$ 25,350.01 |
| Prepaid Sales Deposit | Monthly System Total | CYTD | Dial-A-Ride | Transbay-Lynx | Fixed Route |
| Ticket Books | \$ 1,375.00 | \$ 15,815.00 | \$ 1,375.00 | | |
| Clipper Sales | \$ 1,157.00 | \$ 10,904.32 | | | \$ 1,157.00 |
| Lynx 31-Day Pass Sales | \$ 3,780.00 | \$ 23,935.00 | | \$ 3,780.00 | |
| Lynx Stored Ride Pass Sales | \$ 190.00 | \$ 840.00 | | \$ 190.00 | |
| Local 31-Day Pass Sales | \$ 1,640.00 | \$ 22,776.00 | | | \$ 1,640.00 |
| Local Stored Value Pass Sales | \$ 160.00 | \$ 1,145.00 | | | \$ 160.00 |
| Local Day Pass Sales (In-house) | \$ - | \$ 437.50 | | | |
| East Bay Value Pass Sales | \$ - | \$ - | | | |
| Summer Youth Pass | \$ - | \$ - | | | |
| Returned Checks | \$ - | \$ - | | | |
| Refunds Issued from Ticket / Pass Sales | \$ - | \$ (140.00) | | | |
| Subtotal Prepaid Sales Deposit | \$ 8,302.00 | \$ 75,712.82 | \$ 1,375.00 | \$ 3,970.00 | \$ 2,957.00 |
| Billings Issued | Monthly System Total | CYTD | Dial-A-Ride | Transbay-Lynx | Fixed Route |
| BART Plus | \$ - | \$ - | | | |
| CCC Nutrition Tickets | \$ 238.00 | \$ 1,656.00 | \$ 238.00 | | |
| Lynx B1G1F | \$ 280.00 | \$ 11,130.00 | | \$ 280.00 | |
| Wage Works | \$ 7,240.00 | \$ 44,440.00 | | \$ 7,040.00 | \$ 200.00 |
| Capital Corridor Vouchers | \$ 204.00 | \$ 1,978.50 | | | \$ 204.00 |
| Bio Rad | \$ - | \$ - | | | |
| City of Pinole | \$ - | \$ - | | | |
| 511 CC | \$ - | \$ - | | | |
| CCC Health Services | \$ - | \$ - | | | |
| WCCUSD \$20 SBP | \$ 10,500.00 | \$ 43,500.00 | | | \$ 10,500.00 |
| City of Hercules Parking Permit Program | \$ 1,874.13 | \$ 11,697.14 | | | \$ 1,874.13 |
| HTC Parking Combos | \$ 480.00 | \$ 2,840.00 | | | \$ 480.00 |
| Cole Vocational | \$ - | \$ - | | | |
| Clipper | \$ 102,475.23 | \$ 680,307.04 | | \$ 73,890.27 | \$ 28,584.96 |
| *Other | \$ - | \$ 9,700.00 | | | |
| *Other | \$ - | \$ 11,693.00 | | | |
| Subtotal Billings | \$ 123,291.36 | \$ 818,941.68 | \$ 238.00 | \$ 81,210.27 | \$ 41,843.09 |
| Total Passenger Revenue | \$ 174,300.03 | \$ 1,182,668.21 | \$ 2,897.76 | \$ 101,252.17 | \$ 70,150.10 |

| | Monthly System Total | CYTD |
|--|-----------------------------|------------------------|
| Total Passenger Revenue Last Year | \$ 158,267.36 | \$ 1,116,021.11 |

**Preventable Accidents per Miles Driven in 12 Month
Period**

December-18

| | Miles | Accidents | Frequency 12 Month Period |
|------------|--------------|------------------|--------------------------------------|
| FR | 1,834,034 | 16 | 114,627 |
| DAR | 232,585 | 2 | 116,293 |

FR=Fixed Route, Martinez Link, Transbay, & Express
DAR=Dial-A-Ride

| | Non-Preventable | | | | Preventable | | | |
|------------|------------------------|------------------|----------------|------------------|--------------------|------------------|----------------|------------------|
| | Month | | FYTD | | Month | | FYTD | |
| | Current | Last Year | Current | Last Year | Current | Last Year | Current | Last Year |
| FR | 0 | 1 | 5 | 4 | 1 | 1 | 9 | 5 |
| DAR | 0 | 0 | 1 | 2 | 0 | 0 | 0 | 2 |



Passenger & Productivity Statistical Report

December, FY 18/19

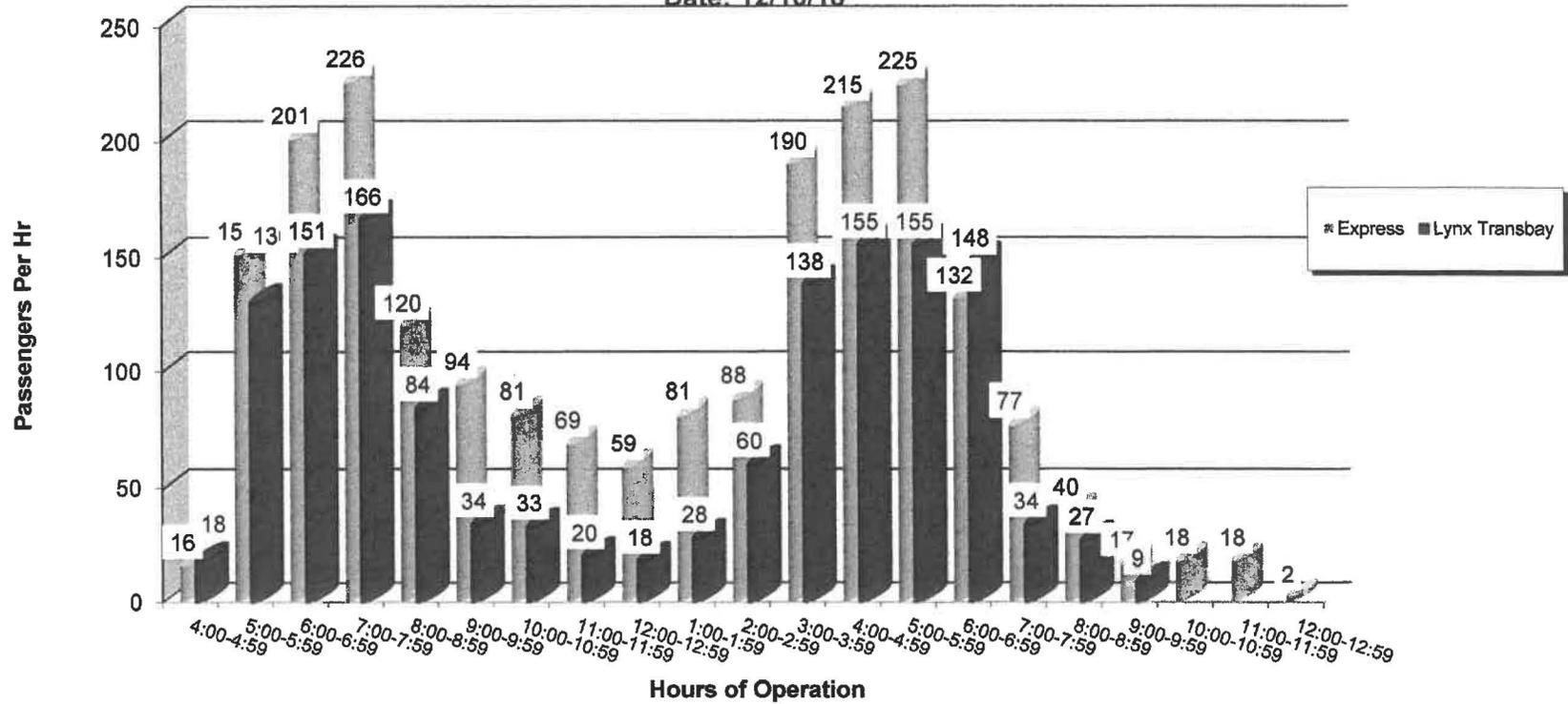
System

All Routes

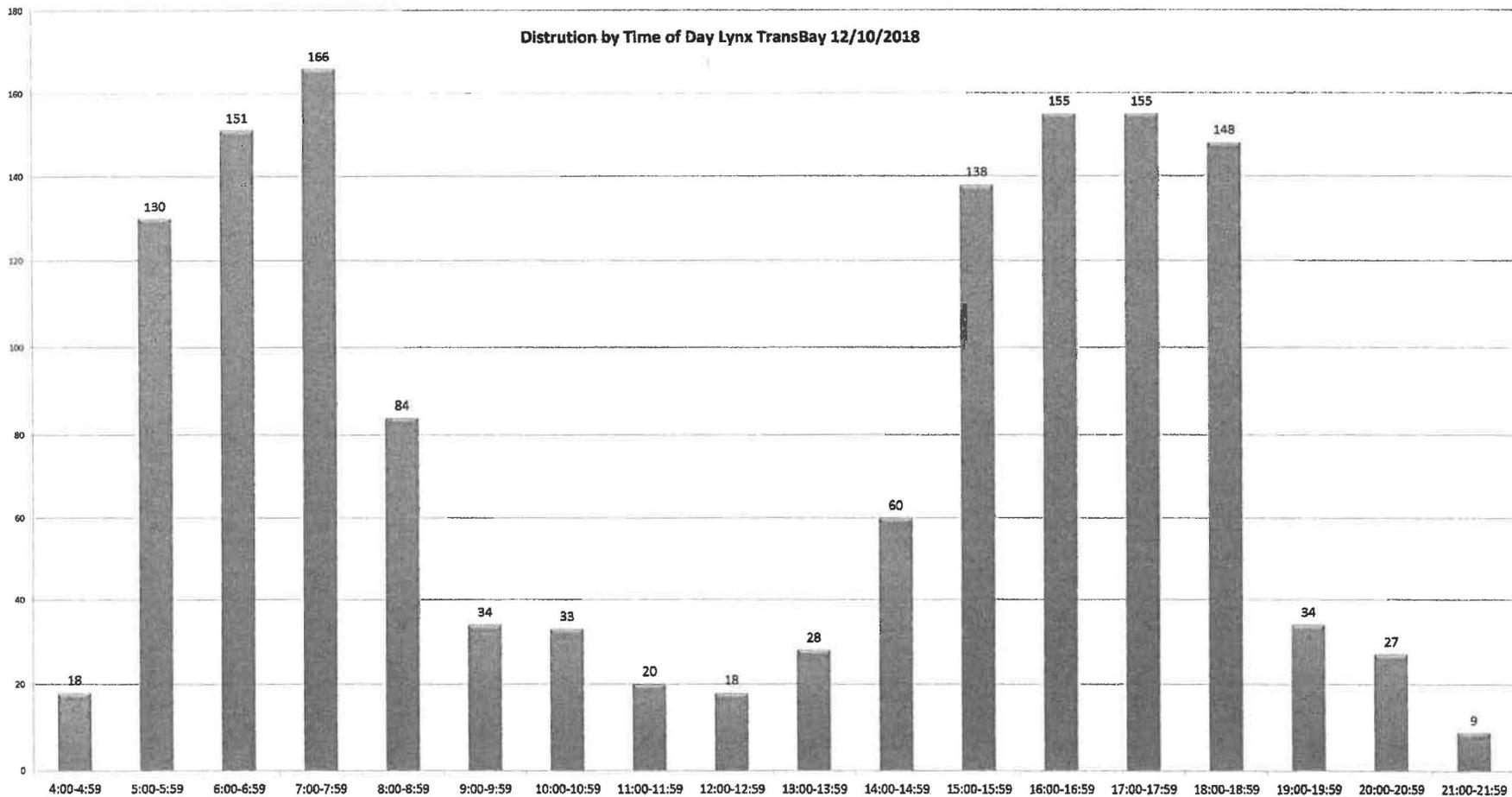
| Route by Day Type & System | Passengers | | | | | | Passengers Per Revenue Hour | | | | | |
|----------------------------|---------------|---------------|-------------|---------------------|----------------|-------------|-----------------------------|------------|-------------|---------------------|-------------|-------------|
| | December | | | Fiscal Year To Date | | | December | | | Fiscal Year To Date | | |
| | FY 17/18 | FY 18/19 | % Change | FY 17/18 | FY 18/19 | % Change | FY 17/18 | FY 18/19 | % Change | FY 17/18 | FY 18/19 | % Change |
| Route 10 Weekday | 2,100 | 2,120 | 1.0 | 15,180 | 12,530 | -17.5 | 9.0 | 9.0 | -0.2 | 10.9 | 8.6 | -21.3 |
| Route 11 Weekday | 4,359 | 4,189 | -3.9 | 28,879 | 27,620 | -4.4 | 11.0 | 10.8 | -2.6 | 12.1 | 11.2 | -7.4 |
| Route 11 Saturday | 335 | 279 | -16.7 | 1,852 | 1,744 | -5.8 | 5.3 | 4.5 | -15.2 | 5.8 | 5.0 | -13.9 |
| Route 11 Total | 4,694 | 4,468 | -4.8 | 30,731 | 29,364 | -4.4 | 10.3 | 9.9 | -3.5 | 11.4 | 10.5 | -8.1 |
| Route 12 Weekday | 2,598 | 2,387 | -8.1 | 17,976 | 18,129 | 0.9 | 9.5 | 8.6 | -9.3 | 10.9 | 10.4 | -4.4 |
| Route 15 Weekday | 1,950 | 1,763 | -9.6 | 13,236 | 10,289 | -22.3 | 8.6 | 7.8 | -9.3 | 8.6 | 7.3 | -15.8 |
| Route 16 Weekday | 4,244 | 4,324 | 1.9 | 32,779 | 30,187 | -7.9 | 7.3 | 7.3 | 0.3 | 9.2 | 8.2 | -11.3 |
| Route 17 Weekday | 416 | 449 | 7.9 | 2,846 | 3,348 | 17.6 | 3.5 | 3.8 | 8.3 | 4.1 | 4.6 | 12.7 |
| Route 18 Weekday | 482 | 496 | 2.9 | 3,295 | 3,531 | 7.2 | 4.8 | 4.9 | 2.9 | 5.3 | 5.6 | 6.2 |
| Route 19 Saturday | 340 | 319 | -6.2 | 2,046 | 1,725 | -15.7 | 4.9 | 4.6 | -6.5 | 5.3 | 4.4 | -16.4 |
| Route 30Z Weekday | 1,931 | 1,843 | -4.6 | 13,679 | 14,178 | 3.6 | 5.0 | 4.7 | -6.4 | 5.5 | 5.7 | 4.1 |
| Route C3 Weekday | 3,561 | 3,821 | 7.3 | 25,220 | 31,468 | 24.8 | 7.4 | 7.8 | 5.0 | 12.0 | 10.1 | -15.7 |
| Route DAR Weekday | 2,869 | 2,443 | -14.8 | 20,002 | 17,136 | -14.3 | 2.7 | 2.5 | -7.2 | 2.8 | 2.5 | -11.2 |
| Route DAR Saturday | 275 | 226 | -17.8 | 1,454 | 1,128 | -22.4 | 2.7 | 2.5 | -10.0 | 2.5 | 2.2 | -11.3 |
| Route DAR Total | 3,144 | 2,669 | -15.1 | 21,456 | 18,264 | -14.9 | 2.7 | 2.5 | -7.4 | 2.7 | 2.4 | -11.1 |
| Route J Weekday | 20,076 | 17,346 | -13.6 | 142,732 | 119,854 | -16.0 | 15.1 | 12.4 | -18.0 | 17.0 | 13.7 | -19.5 |
| Route J Saturday | 2,530 | 2,143 | -15.3 | 15,184 | 13,877 | -8.6 | 11.2 | 9.1 | -18.6 | 13.7 | 10.5 | -23.0 |
| Route J Sunday | 2,006 | 1,823 | -9.1 | 10,908 | 10,746 | -1.5 | 8.4 | 7.7 | -8.8 | 11.1 | 8.8 | -20.3 |
| Route J Total | 24,612 | 21,312 | -13.4 | 168,824 | 144,477 | -14.4 | 13.7 | 11.4 | -17.1 | 16.1 | 12.8 | -20.5 |
| Route JPX Weekday | 9,867 | 9,914 | 0.5 | 72,957 | 75,166 | 3.0 | 11.4 | 11.3 | -1.0 | 16.3 | 13.6 | -16.8 |
| Route JX Weekday | 6,632 | 6,656 | 0.4 | 47,403 | 43,633 | -8.0 | 16.9 | 15.9 | -6.1 | 18.2 | 16.5 | -9.2 |
| Route LYNX Weekday | 20,270 | 23,265 | 14.8 | 140,001 | 158,044 | 12.9 | 13.5 | 15.6 | 15.1 | 16.2 | 16.6 | 2.8 |
| Route LYNX Saturday | | | | | 283 | | | | | | 21.0 | |
| Route LYNX Total | 20,270 | 23,265 | 14.8 | 140,001 | 158,327 | 13.1 | 13.5 | 15.6 | 15.1 | 16.2 | 16.6 | 2.8 |
| Total System-Wide | 86,841 | 85,806 | -1.2 | 607,629 | 594,616 | -2.1 | 10.0 | 9.9 | -1.7 | 11.9 | 10.8 | -8.8 |

Express Routes (J, JX, JPX), and Lynx Transbay Ridership by Time of Day

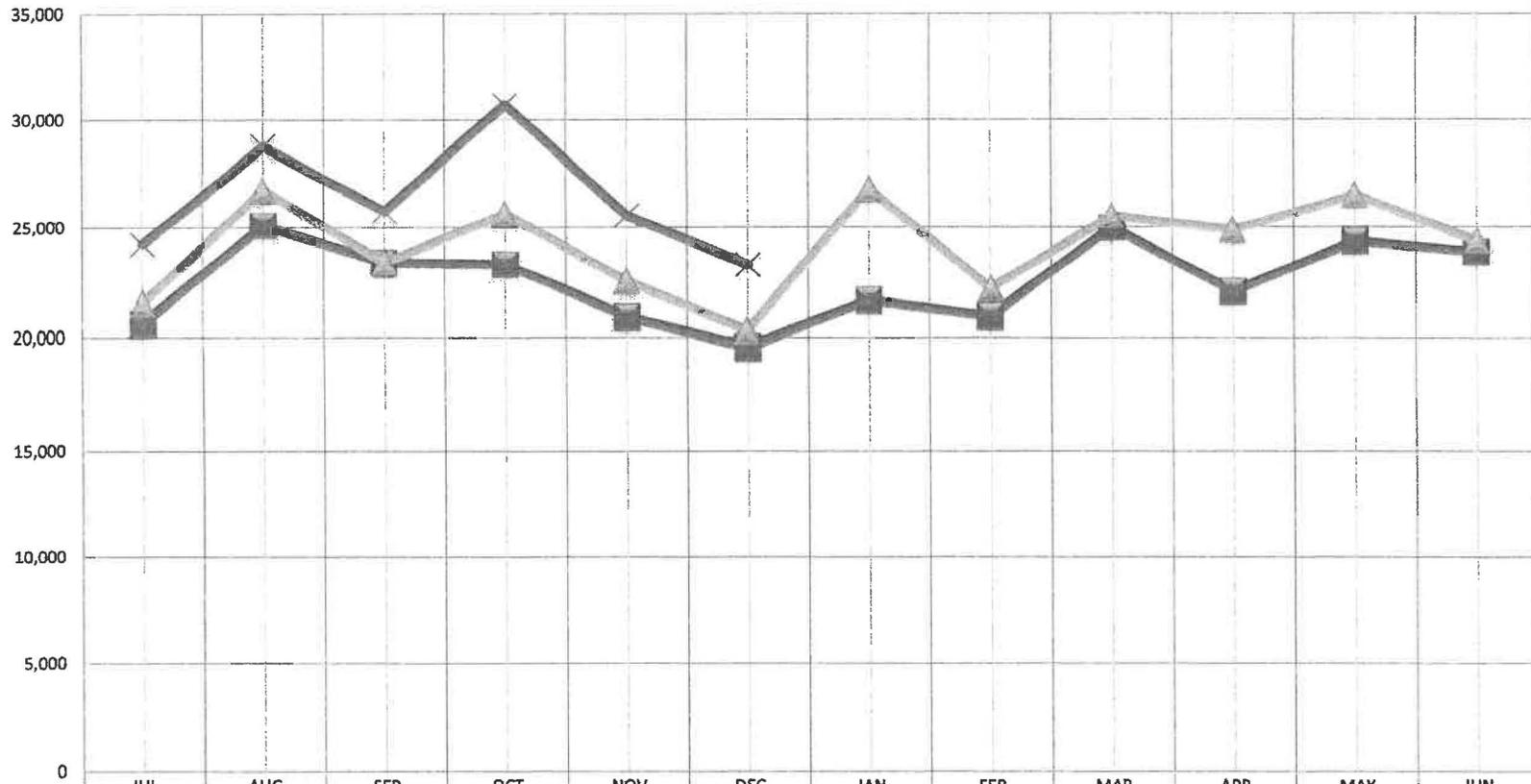
Date: 12/10/18



Distrution by Time of Day Lynx TransBay 12/10/2018

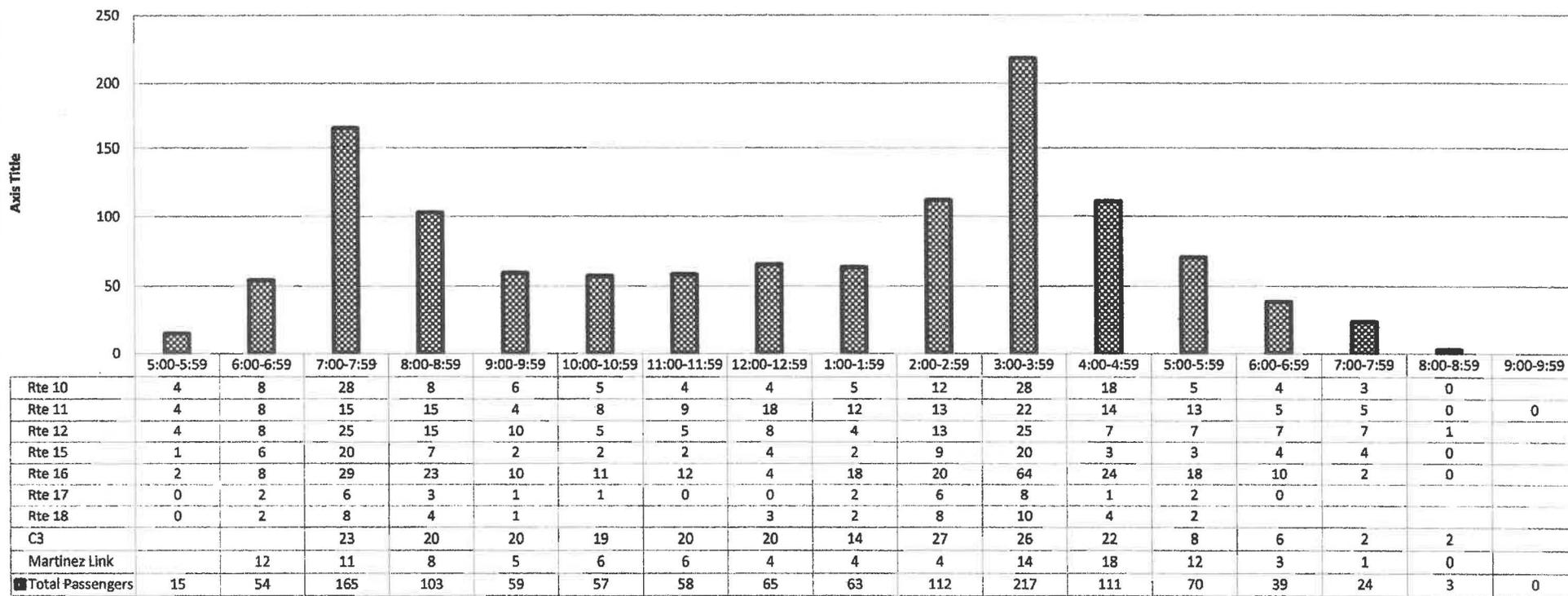


WESCAT LYNX TRANSBAY 3YR STATS



| | | | | | | | | | | | | |
|-----------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Ridership 16-17 | 20,572 | 25,088 | 23,362 | 23,280 | 20,884 | 19,596 | 21,628 | 20,910 | 24,989 | 22,024 | 24,348 | 23,854 |
| Ridership 17-18 | 21,476 | 26,751 | 23,360 | 25,643 | 22,501 | 20,270 | 26,787 | 22,149 | 25,525 | 24,862 | 26,509 | 24,354 |
| Ridership 18-19 | 24,228 | 28,770 | 25,776 | 30,717 | 25,571 | 23,265 | | | | | | |

Distrubution By Time Of Day Fixed Route 12/10/2018



Distribution by Time of Day - Fixed Route

Date: 12/10/2018

| | 5:00-5:59 | 6:00-6:59 | 7:00-7:59 | 8:00-8:59 | 9:00-9:59 | 10:00-10:59 | 11:00-11:59 | 12:00-12:59 | 1:00-1:59 | 2:00-2:59 | 3:00-3:59 | 4:00-4:59 | 5:00-5:59 | 6:00-6:59 | 7:00-7:59 | 8:00-8:59 | 9:00-9:59 |
|-------------------------|-----------|-----------|------------|------------|-----------|-------------|-------------|-------------|-----------|------------|------------|------------|-----------|-----------|-----------|-----------|-----------|
| Rte 10 | 4 | 8 | 28 | 8 | 6 | 5 | 4 | 4 | 5 | 12 | 28 | 18 | 5 | 4 | 3 | 0 | |
| Rte 11 | 4 | 8 | 15 | 15 | 4 | 8 | 9 | 18 | 12 | 13 | 22 | 14 | 13 | 5 | 5 | 0 | 0 |
| Rte 12 | 4 | 8 | 25 | 15 | 10 | 5 | 5 | 8 | 4 | 13 | 25 | 7 | 7 | 7 | 7 | 1 | |
| Rte 15 | 1 | 6 | 20 | 7 | 2 | 2 | 2 | 4 | 2 | 9 | 20 | 3 | 3 | 4 | 4 | 0 | |
| Rte 16 | 2 | 8 | 29 | 23 | 10 | 11 | 12 | 4 | 18 | 20 | 64 | 24 | 18 | 10 | 2 | 0 | |
| Rte 17 | 0 | 2 | 6 | 3 | 1 | 1 | 0 | 0 | 2 | 6 | 8 | 1 | 2 | 0 | | | |
| Rte 18 | 0 | 2 | 8 | 4 | 1 | | | 3 | 2 | 8 | 10 | 4 | 2 | | | | |
| C3 | | | 23 | 20 | 20 | 19 | 20 | 20 | 14 | 27 | 26 | 22 | 8 | 6 | 2 | 2 | |
| Martinez Link | | 12 | 11 | 8 | 5 | 6 | 6 | 4 | 4 | 4 | 14 | 18 | 12 | 3 | 1 | 0 | |
| Total Passengers | 15 | 54 | 165 | 103 | 59 | 57 | 58 | 65 | 63 | 112 | 217 | 111 | 70 | 39 | 24 | 3 | 0 |

| | |
|----------------|-------------|
| Total Route 10 | 142 |
| Total Route 11 | 165 |
| Total Route 12 | 151 |
| Total Route 15 | 89 |
| Total Route 16 | 255 |
| Total Route 17 | 32 |
| Total Route 18 | 44 |
| Total C3 | 229 |
| Martinez Link | 108 |
| Total | 1215 |

Distribution by Time of Day - WestCAT Express

Date: 12/10/2018

| | 4:00-4:59 | 5:00-5:59 | 6:00-6:59 | 7:00-7:59 | 8:00-8:59 | 9:00-9:59 | 10:00-10:59 | 11:00-11:59 | 12:00-12:59 | 13:00-13:59 | 14:00-14:59 | 15:00-15:59 | 16:00-16:59 | 17:00-17:59 | 18:00-18:59 | 19:00-19:59 | 20:00-20:59 |
|-------------------------|-----------|------------|------------|------------|------------|-----------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| JX | | 50 | 73 | 62 | 13 | | | | | | | 25 | 68 | 66 | 28 | 18 | |
| JPX | | 45 | 52 | 78 | 54 | 40 | 26 | 25 | 23 | 31 | 34 | 45 | 50 | 60 | 32 | 6 | 13 |
| J | 16 | 56 | 76 | 86 | 53 | 54 | 55 | 44 | 36 | 50 | 54 | 120 | 97 | 99 | 74 | 53 | 27 |
| Total Passengers | 16 | 151 | 201 | 226 | 120 | 94 | 81 | 69 | 59 | 81 | 88 | 190 | 215 | 225 | 132 | 77 | 40 |

| | 21:00-21:59 | 22:00-22:59 | 23:00-23:59 | 24:00-24:59 |
|-------------------------|-------------|-------------|-------------|-------------|
| JX | | | | |
| JPX | | | | |
| J | 17 | 18 | 18 | 2 |
| Total Passengers | 17 | 18 | 18 | 2 |

| | |
|--------------|-------------|
| JX | 401 |
| JPX | 614 |
| J | 1105 |
| Total | 2120 |

Distribution by Time of Day -Lynx Transbay

Date: 12/10/2018

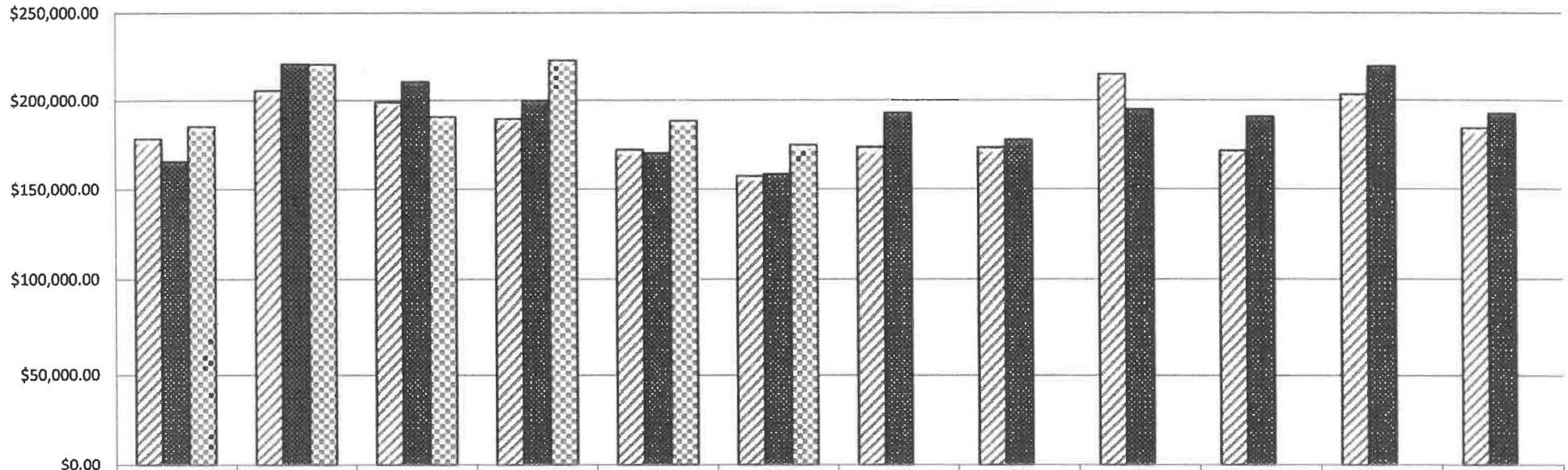
| | 4:00-4:59 | 5:00-5:59 | 6:00-6:59 | 7:00-7:59 | 8:00-8:59 | 9:00-9:59 | 10:00-10:59 | 11:00-11:59 | 12:00-12:59 | 13:00-13:59 | 14:00-14:59 | 15:00-15:59 | 16:00-16:59 | 17:00-17:59 | 18:00-18:59 | 19:00-19:59 | 20:00-20:59 |
|-------------------------|-----------|------------|------------|------------|-----------|-----------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| TransBay LYNX | 18 | 130 | 151 | 166 | 84 | 34 | 33 | 20 | 18 | 28 | 60 | 138 | 155 | 155 | 148 | 34 | 27 |
| Total Passengers | 18 | 130 | 151 | 166 | 84 | 34 | 33 | 20 | 18 | 28 | 60 | 138 | 155 | 155 | 148 | 34 | 27 |

| | 21:00-21:59 |
|-------------------------|-------------|
| TransBay LYNX | 9 |
| Total Passengers | 9 |

| | |
|-------------------|-------------|
| Total Lynx | 1408 |
|-------------------|-------------|



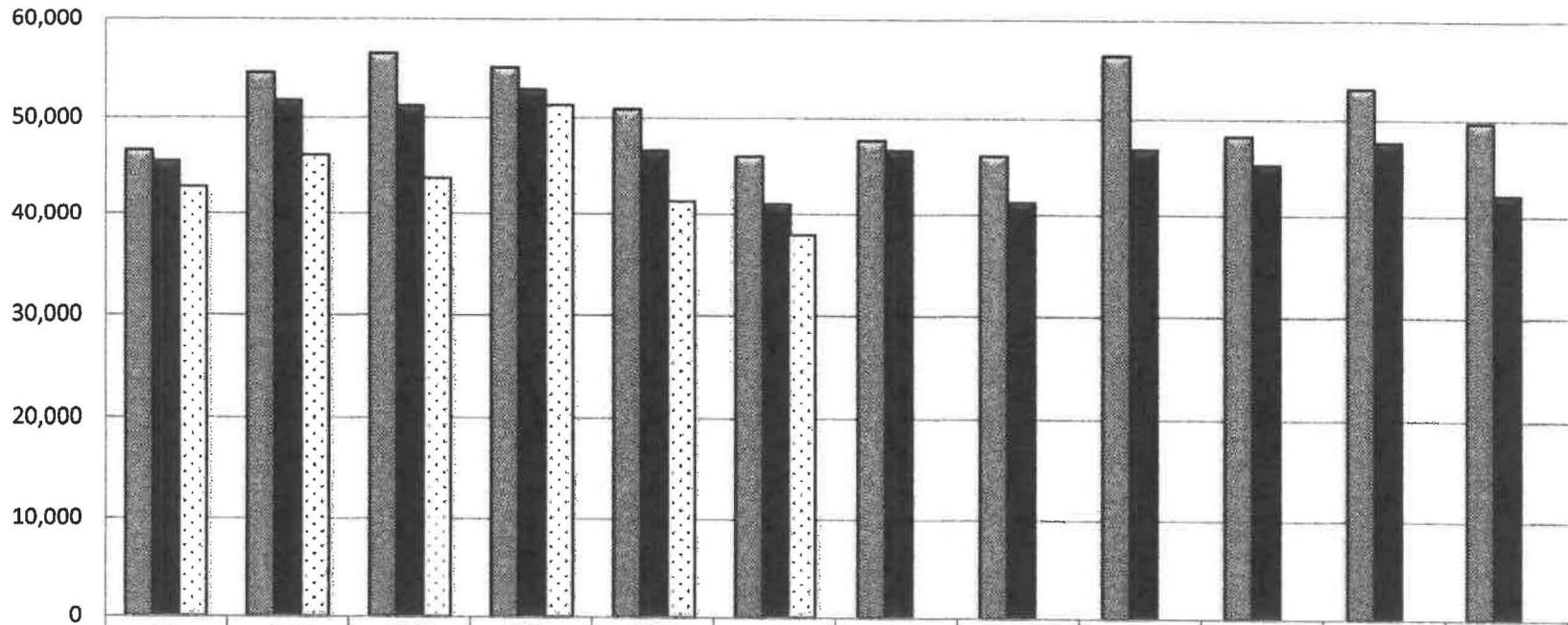
WESTCAT FAREBOX REVENUE



| | JUL | AUG | SEP | OCT | NOV | DEC | JAN | FEB | MAR | APR | MAY | JUN |
|---------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| Revenue 16-17 | \$177,663.24 | \$205,377.30 | \$198,829.07 | \$189,212.26 | \$171,842.85 | \$157,270.43 | \$173,077.81 | \$172,846.38 | \$215,258.00 | \$171,078.95 | \$202,940.97 | \$183,288.27 |
| Revenue 17-18 | \$165,315.45 | \$221,474.75 | \$210,911.91 | \$199,498.04 | \$169,705.65 | \$158,267.36 | \$192,566.32 | \$176,781.57 | \$194,592.30 | \$190,345.99 | \$220,138.14 | \$192,134.73 |
| Revenue 18-19 | \$184,967.76 | \$221,324.62 | \$190,523.20 | \$223,527.47 | \$188,025.13 | \$174,300.03 | | | | | | |



WESTCAT EXPRESS RIDERSHIP Includes Routes J, JX and JPX



| | JUL | AUG | SEP | OCT | NOV | DEC | JAN | FEB | MAR | APR | MAY | JUN |
|-----------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| ridership 16-17 | 46,697 | 54,559 | 56,514 | 55,114 | 50,917 | 46,115 | 47,755 | 46,214 | 56,481 | 48,308 | 53,170 | 49,729 |
| ridership 17-18 | 45,561 | 51,750 | 51,217 | 52,853 | 46,692 | 41,111 | 46,780 | 41,380 | 46,946 | 45,332 | 47,729 | 42,253 |
| ridership 18-19 | 42,824 | 46,152 | 43,773 | 51,282 | 41,363 | 37,882 | | | | | | |

Resolution 2019-02

**AUTHORIZATION FOR THE EXECUTION OF THE CERTIFICATIONS AND ASSURANCES AND AUTHORIZED AGENT FORMS FOR THE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP) FOR THE FOLLOWING PROJECT:
SPARE THE FARE – FREE RIDES ON SPARE THE AIR DAYS, \$230,055**

WHEREAS, the *Western Contra Costa Transit Authority (WCCTA)* is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP) for transit projects; and

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

WHEREAS, Senate Bill 862 (2014) named the Department of Transportation (Department) as the administrative agency for the LCTOP; and

WHEREAS, the Department has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies); and

WHEREAS, WCCTA wishes to delegate authorization to execute these documents and any amendments thereto to Charles Anderson, General Manager.

WHEREAS, WCCTA wishes to implement the following LCTOP project listed above,

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of WCCTA that the fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances and the Authorized Agent documents and applicable statutes, regulations and guidelines for all LCTOP funded transit projects.

NOW THEREFORE, BE IT FURTHER RESOLVED that Charles Anderson, General Manager be authorized to execute all required documents of the LCTOP program and any Amendments thereto with the California Department of Transportation.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of WCCTA that it hereby authorizes the submittal of the following project nomination(s) and allocation request(s) to the Department in FY 2018-19 LCTOP funds:

Project Name: Spare the Fare – Free Rides on weekday Spare the Air Days

Amount of LCTOP funds requested: \$230,055

Short description of project: Funding will support a program offering free rides on weekday Spare the Air days (Monday-Friday) starting in January, 2020 -- projected 32 Spare the Air Days. The program is designed to provide both financial and environmental incentive to encourage new transit ridership, reducing single occupancy vehicle travel and Greenhouse Gasses.

Benefit to a Priority Populations: By providing multiple opportunities to try our service for free, it will increase the likelihood that a travel/commute pattern will develop which includes public transit as a means of getting to work in Contra Costa County, as well as Alameda and San Francisco Counties. The entire service area benefits from the reduction of GHG realized by decreasing the number of single occupancy vehicles on days where air quality is identified as unhealthy.

Contributing Sponsors: Metropolitan Transportation Commission

I hereby certify that the foregoing resolution is a full, true and correct copy of a resolution passed by Western Contra Costa Transit Authority Board of Directors.

Passed this 14 day of March, by the following vote:

AYES:

NOES:

ABSTAIN:

AGENCY BOARD DESIGNEE:

BY: Chris Kelley, Chairperson
WCCTA Board of Directors

March 14, 2019

Date

The Low Carbon Transit Operations Program (LCTOP) -- Background

The Low Carbon Transit Operations Program (LCTOP) is part of California Climate Investments, a statewide program that puts billions of Cap-and-Trade dollars to work reducing greenhouse gas (GHG) emissions, strengthening the economy, improving public health and the environment—particularly in disadvantaged communities.

The Low Carbon Transit Operations Program (LCTOP) was created to provide operating and capital assistance for transit agencies to reduce greenhouse gas emission and improve mobility. Approved projects in LCTOP will support new or expanded bus or rail services, expand intermodal transit facilities, and may include equipment acquisition, fueling, maintenance and other costs to operate those services or facilities, with each project reducing greenhouse gas emissions. Examples of approved projects:

- Zero emissions vehicle purchases
- Infrastructure required for zero emissions vehicles
- Free or reduced fare days
- Passenger amenities to encourage new ridership and improve access
- Expanded service within a Disadvantaged Community

WestCAT's LCTOP Project: "Spare the Fare": Free Rides on Spare the Air Days.

LCTOP funding will support a program offering free rides on all WestCAT buses/routes on official weekday (Monday – Friday) Spare the Air days beginning January 2020. The free ride program provides both financial and environmental incentive to encourage new transit ridership, reducing single occupancy vehicle travel and GHG. By providing multiple opportunities to try our service for free, it will increase the likelihood that a pattern will develop which includes public transit as a means of getting to work in Contra Costa County, as well as Alameda and San Francisco Counties. The entire service area benefits from the reduction of GHG realized by decreasing the number of single occupancy vehicles on days where air quality is identified as unhealthy.

Start Date: 1/1/2020. End Date : 12/31/2020*

*Project will be extended until all LCTOP funds are exhausted

Cap and Trade. What is it?

Hundreds of industrial firms must get emissions allowances to send carbon into the air. The state hands out most of the permits for free. However, companies that need additional permits have to buy them, either from other companies with permits to spare, or from auctions held every three months by the California Air Resources Board. These auctions generate the funds for the program.

Now you may ask, if companies can simply buy more permits, how does this reduce carbon emissions? Generally speaking, it is believed this is because the total volume of available permits (the “cap” in cap and trade) declines slightly each year. That raises the price for each permit, giving companies a financial incentive to reduce their emissions. State officials believe some companies will retrofit/modernize their “smokestacks” rather than buy more permits.

DOCUMENT B:

RESOLUTION 2019-03

RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION WITH THE METROPOLITAN TRANSPORTATION COMMISSION FOR ALLOCATION OF TRANSPORTATION DEVELOPMENT ACT/STATE TRANSIT ASSISTANCE FUNDS/NET BRIDGE TOLL REVENUES/FEEDER BUS FUNDS, REGIONAL MEASURE 2 OPERATING FUNDS FOR FISCAL YEAR 2019/2020.

WHEREAS, the Transportation Development Act (TDA), (Public Utilities Code 99200 et seq.) provides for the disbursement of funds from the Local Transportation Fund of the County of Contra Costa for use by eligible applicants for the purpose of providing public transportation; and

WHEREAS, pursuant to the provisions of the TDA, and pursuant to the applicable rules and regulations thereunder (21 Cal. Adm. Code 6600 et seq.) a prospective applicant wishing to receive an allocation from the Local Transportation Fund (LTF) shall file its claim with the Metropolitan Transportation Commission; and

WHEREAS, the State Transit Assistance (STA) fund is created pursuant to Public Utilities Code 99310 et seq., and

WHEREAS, the STA fund makes funds available pursuant to Public Utilities Code Section 99313.6 for allocation to eligible applicants to support approved transit projects; and

WHEREAS, Streets and Highways Code Section 30892, et. seq. make bridge tolls available for allocation by MTC to eligible applicants, and,

WHEREAS, MTC Resolution No. 2004 adopted MTC's bridge toll allocation policy which established three different bridge toll reserve accounts, including Net Bridge Toll Revenues; and,

WHEREAS, pursuant to the provisions of Streets and Highways Code Section 30892, eligible applicants for Net Bridge Toll Revenues include public entities operating public transportation systems in the MTC region; and,

WHEREAS, TDA funds from the Local Transportation Fund of Contra Costa County/STA funds/Net Bridge Toll Funds will be required by applicant in Fiscal Year 2019/2020 for providing public transportation; and

WHEREAS, SB 916 (Chapter 715, Statutes 2004), commonly referred as Regional Measure 2, identified projects eligible to receive funding under the Regional Traffic Relief Plan; and

WHEREAS, the Metropolitan Transportation Commission (MTC) is responsible for funding projects eligible for Regional Measure 2 funds, pursuant to Streets and Highways Code Section 30914(c) and (d); and

WHEREAS, MTC has established a process whereby eligible transportation project sponsors may submit allocation requests for Regional Measure 2 funding; and

WHEREAS, allocations to MTC must be submitted consistent with procedures and conditions as outlined in Regional Measure 2 Policy and Procedures; and

WHEREAS, the Operating Support for the continuing support of operations of Routes JPX , JX, and San Francisco Transbay service is eligible for consideration in the Regional Traffic Relief Plan of Regional Measure 2, as identified in California Streets and Highways Code Section 30914(c) or (d); and

WHEREAS, the Regional Measure 2 allocation request, attached hereto in the Operating Assistance Proposal and incorporated herein as though set forth at length, demonstrates a fully funded operating plan that is consistent with the adopted performance measures, as applicable, for which Western Contra Costa Transit Authority is requesting that MTC allocate Regional Measure 2 funds; and

WHEREAS, Part 2 of the project application, attached hereto and incorporated herein as though set forth at length, includes the certification by Western Contra Costa Transit Authority of assurances required for the allocation of funds by MTC; and

WHEREAS, the Western Contra Costa Transit Authority is an eligible applicant for TDA and/or STA funds and Net Bridge Toll funds, pursuant to PUC section(s) 99260(a) & 99262 & Streets and Highways code Section 30892 et. seq., and RM2 operating funds pursuant to California Streets and Highways Code Section 30914(c) or (d); as attested by the opinion of counsel dated March 7, 2019; and be it further

RESOLVED, that Western Contra Costa Transit Authority, and its agents shall comply with the provisions of the Metropolitan Transportation Commission's Regional Measure 2 Policy Guidance (MTC Resolution No. 3636); and be it further

RESOLVED, that Contra Costa Transit Authority certifies that the project is consistent with the Regional Transportation Plan (RTP), and be it further

RESOLVED, that Western Contra Costa Transit Authority approves the updated Operating Assistance Proposal, attached to this resolution; and be it further

RESOLVED, that Western Contra Costa Transit Authority approves the certification of assurances, attached to this resolution; and be it further

RESOLVED, that Western Contra Costa Transit Authority is authorized to submit an application for Regional Measure 2 funds for Operating Support for the continuation of operations of Routes JPX, JX, and the San Francisco Transbay service in accordance with California Streets and Highways Code 30914(d); and be it further

RESOLVED, that Western Contra Costa Transit Authority certifies that the projects and purposes for which RM2 funds are being requested are in compliance with the requirements of the California Environmental Quality Act (Public Resources Code Section 21000 et seq.), and with the State Environmental Impact Report Guidelines (14 California Code of Regulations Section 15000 et seq.) and, if relevant the National Environmental Policy Act (NEPA), 42 USC Section 4-1 et. Seq. and the applicable regulations thereunder; and be it further

RESOLVED, that Western Contra Costa Transit Authority shall, if any revenues or profits from any non-governmental use of the project that those revenues or profits shall be used exclusively for the public transportation services for which the project was initially approved, either for capital improvements or maintenance and operational costs, otherwise the Metropolitan Transportation Commission is entitled to a proportionate share equal to MTC's percentage participation in the projects(s); and be it further

RESOLVED, that Western Contra Costa Transit Authority authorizes its General Manager (or his/her designee) to execute and submit an allocation request for operating support for FY 2019/2020 to MTC for Regional Measure 2 funds in the for the project, purposes and amounts included in the project application attached to this resolution; and be it further

RESOLVED, that the General Manager, or his designee is hereby delegated the authority to make non-substantive changes or minor amendments to the IPR as he/she deems appropriate; and be it further

RESOLVED, that a copy of this resolution shall be transmitted to MTC in conjunction with the filing of the Western Contra Costa Transit Authority application referenced herein; and be it further

RESOLVED, that the General Manager or his/her designee is authorized to execute and file an appropriate TDA/STA/Net Bridge Toll/RM2 application together with all necessary supporting documents, with the Metropolitan Transportation Commission for an allocation of TDA, STA Net Bridge Toll Revenues and RM2 Operating funds in Fiscal Year 2019/2020; and be it further

RESOLVED, that Western Contra Costa Transit Authority indemnifies and holds harmless MTC, its Commissioners, representatives, agents, and employees from and against all claims, injury, suits, demands, liability, losses, damages, and expenses, whether direct or indirect (including any and all costs and expenses in connection therewith), incurred by reason of any act or failure to act of Western Contra Costa Transit Authority, its officers, employees or agents, or subcontractors or any of them in connection with its performance of services under this allocation of RM2 funds. In addition to any other remedy authorized by law, so much of the funding due under this allocation of RM2 funds as shall reasonably be considered necessary by MTC may be retained until disposition has been made of any claim for damages; and be it further

RESOLVED, that a copy of this resolution be transmitted to the Metropolitan Transportation Commission in conjunction with the filing of the claim; and the Metropolitan Transportation Commission be requested to grant the allocations of funds as specified herein.

AYES:

NOES:

ABSTAIN:

Chris Kelley, Chairperson
WCCTA Board of Directors

Date

Motor Bus
 Rail
 Ferryboat
 Demand Response
 Total All Modes

QUARTERLY FINANCIAL & OPERATING DATA REPORT
 (Article 4 Claimants)

MTC Form 10Q
 Operator: WCCTA
 Quarter Ending: 12/31/18
 Date: Feb. 8, 2019

FINANCIAL DATA

Operating Expenses - Functional

1. Operations
2. Vehicle Maintenance
3. Non-Vehicle Maintenance
4. General Administration
5. Total Expenses (lines 1-4)

Operating Expenses - Object Class

6. Labor
7. Fringe Benefits
8. Services
9. Fuel/Lubricants
10. Tires and Tubes
11. Other Materials & Supplies
12. Utilities
13. Purchased Transportation
14. Casualty & Liability
15. Leases & Rentals
16. Interest Expense
17. Other Object Class Expense *
18. TOTAL Expenses(line6 thru 17)
19. Depreciation
20. Memo Item

REVENUES-OPERATING & NON-OPERATING

21. Farebox
22. Non-Farebox
23. Sales Tax, contributed by other agencies
24. Sales Tax, directly levied by operator
25. TDA(operating & planning & admin. funds)
26. STA(operating & planning & admin. funds)
27. RM2 funds
28. FTA sec.8(planning)& sec.9(operating)funds
29. Other Fed.,State,or local, non-operator funds
30. Other Operator Funds
31. TOTAL Revenue(add lines 21 through 30)

Balance

32. Net Operating Surplus/(Deficit)(line 31 - line 18)
33. Line 32,less transfers to oper., Capital, or Other

OPERATING DATA

34. Revenue Passengers
35. Total Passengers
36. Revenue Vehicle Miles
37. Revenue Vehicle Hours
38. Employees, FT equivalents(FTE=500 hrs/qtr.)
39. Farebox Recovery Ratio

| | Current Fiscal | Year 2018 - | 2019 | |
|--|------------------------|-------------------------|------------|----|
| Current Qtr. Actual | Year to Date Actual | Total Adopted Budget | Remaining | |
| 1. Operations | 2,228,346 | 4,467,282 | 9,443,500 | 53 |
| 2. Vehicle Maintenance | 346,820 | 742,566 | 1,586,900 | 53 |
| 3. Non-Vehicle Maintenance | 52,029 | 104,663 | 253,600 | 59 |
| 4. General Administration | 257,291 | 497,309 | 1,126,900 | 56 |
| 5. Total Expenses (lines 1-4) | 2,884,486 | 5,811,820 | 12,410,900 | 53 |
| 6. Labor | 209,769 | 403,701 | 863,300 | 53 |
| 7. Fringe Benefits | 66,790 | 130,823 | 259,000 | 49 |
| 8. Services | 66,648 | 146,446 | 408,600 | 64 |
| 9. Fuel/Lubricants | 358,291 | 731,945 | 1,703,500 | 57 |
| 10. Tires and Tubes | 41,623 | 86,207 | 162,500 | 47 |
| 11. Other Materials & Supplies | 88,029 | 208,697 | 498,200 | 58 |
| 12. Utilities | 28,953 | 57,603 | 116,000 | 50 |
| 13. Purchased Transportation | 1,811,226 | 3,631,659 | 7,380,000 | 51 |
| 14. Casualty & Liability | 160,425 | 321,419 | 665,800 | 52 |
| 15. Leases & Rentals | 1,182 | 2,453 | 106,100 | 98 |
| 16. Interest Expense | | | | |
| 17. Other Object Class Expense * | 51,550 | 90,867 | 247,900 | 63 |
| 18. TOTAL Expenses(line6 thru 17) | 2,884,486 | 5,811,820 | 12,410,900 | 53 |
| 19. Depreciation | | | | |
| 20. Memo Item | | | | |
| 21. Farebox | 585,853 | 1,182,668 | 2,100,000 | 44 |
| 22. Non-Farebox | 10,820 | 21,129 | 30,000 | 30 |
| 23. Sales Tax, contributed by other agencies | 394,307 | 788,615 | 1,581,934 | 50 |
| 24. Sales Tax, directly levied by operator | | | | |
| 25. TDA(operating & planning & admin. funds) | 778,251 | 1,556,503 | 3,521,477 | 56 |
| 26. STA(operating & planning & admin. funds) | 444,078 | 824,708 | 876,019 | 6 |
| 27. RM2 funds | 267,209 | 534,416 | 1,068,844 | 50 |
| 28. FTA sec.8(planning)& sec.9(operating)funds | 65,912 | 131,824 | 263,648 | 50 |
| 29. Other Fed.,State,or local, non-operator funds | 40,134 | 80,268 | 160,535 | 50 |
| 30. Other Operator Funds | 702,111 | 1,404,222 | 2,808,443 | 50 |
| 31. TOTAL Revenue(add lines 21 through 30) | 3,288,675 | 6,524,353 | 12,410,900 | 47 |
| 32. Net Operating Surplus/(Deficit)(line 31 - line 18) | 404,189 | 712,533 | 0 | |
| 33. Line 32,less transfers to oper., Capital, or Other | | | | |
| 34. Revenue Passengers | 270,584 | 539,215 | 1,104,870 | 51 |
| 35. Total Passengers | 298,051 | 594,616 | 1,230,970 | 52 |
| 36. Revenue Vehicle Miles | 496,542 | 998,499 | 2,005,800 | 50 |
| 37. Revenue Vehicle Hours | 27,266 | 54,897 | 107,000 | 49 |
| 38. Employees, FT equivalents(FTE=500 hrs/qtr.) | | | | |
| 39. Farebox Recovery Ratio | 20.3 | 20.3 | 16.9 | |

* Other Object Class Expense includes planning & marketing expenses, dues & subscriptions, and travel expenses.

This form has been completed on the following basis (check one):

Cash Basis
 Accrual Basis

AGENDA

ITEM # 2.3

Agenda Item 2.4

Staff Report on Amendment 7 to Agreement for Provision of Public Transit Services between WCCTA and MV Transportation, Inc.

The initial four year term of the Agreement for Provision of Public Transit Services between WCCTA and MV Transportation concluded on June 30, 2017, and the WCCTA Board has now exercised two of three available one-year options to extend the agreement through June 30, 2019. WCCTA has one remaining option that it may exercise at its sole discretion to extend the Agreement through June 30, 2020, provided suitable terms can be worked out between the parties.

WCCTA staff requested that MV prepare a proposal for the upcoming option year that would apply a further \$1 increase to employee wages, effective July 1, 2019. MV submitted the attached Amendment 7 incorporating the desired changes, and presenting the resulting adjustments to the fixed and variable rates for the upcoming option year.

The variable rate, (which had been calculated to increase by \$1.02 in FY19-20 with no adjustment to the wage scale), will instead increase by \$1.77 to \$38.76 per vehicle service hour. The monthly fixed rate (covering dispatch, maintenance, management, road supervision, safety and training functions) will increase to \$255,199 (an increase of \$10,950, or 4.5%, above the current FY18-19 level. Without the wage adjustment, this rate would have increased by \$5,120 in FY 19-20).

The new rates are calculated using MV's actual costs for implementing a \$1 across-the-board raise for all hourly and salaried employees at the Pinole division. The calculation includes payroll taxes and other direct payroll-based expenses, but MV has added no overhead or profit in the new rates.

The proposal reflects a continuing partnership between WCCTA and MV in addressing the ongoing pressures imposed by the tight labor market. Both parties have made the necessary adjustments through past contract amendments to remain competitive in attracting and retaining drivers, mechanics, and other key staff during an extended period of low unemployment in the Bay Area. MV has been highly responsive to the driver shortage since it first affected service last spring, and MV's Chief Executive Officer, Chief Operating Officer and Regional Vice President have scheduled a weekly call with WCCTA's General Manager to provide updates on the action plan to address this issue.

After reviewing the proposed rates, staff believes that exercising the final option year is the most cost effective alternative for FY19-20, and that it offers the additional benefit of avoiding the significant workforce impacts that would result from a contractor change.

Recommended Action

Staff recommends that the Board approve Amendment 7 to the Agreement between WCCTA and MV Transportation, exercising the third and final option to extend the term for a one year period (July 1, 2019 through June 30, 2020), and that the Board authorize the General Manager to execute the Amendment.

AGREEMENT TO THE PROVISION OF PUBLIC TRANSIT SERVICES

AMENDMENT NO. 7

This AMENDMENT is made and entered into on March ___, 2019, by and between Western Costa Transit Authority (hereinafter referred to as "Authority") and MV Transportation, Inc. (hereinafter referred to as "Contractor").

WHEREAS, AUTHORITY, and CONTRACTOR, entered into an Agreement for Provision of Public Transit Services on April 10, 2013, (as amended, the "Agreement");

WHEREAS, CONTRACTOR has agreed to increase the wage scale by \$1.00; and

WHEREAS, AUTHORITY AND CONTRACTOR desire to amend the contract; and

WHEREAS, AUTHORITY wishes to exercise its contractual option to extend the Agreement for one additional year, for the period of July 1, 2019 to June 30, 2020.

NOW, THEREFORE, the parties hereby agree that the Agreement is amended in the following particulars only:

Section A.1.1 TERM is hereby amended as follows: The term of this Agreement shall be from July 1, 2013 through June 30, 2020, inclusive.

Section A.7 CONSIDERATION is hereby amended as follows: AUTHORITY will pay CONTRACTOR an amount per vehicle service hour plus a fixed rate per month as follows:

-July 1, 2019 through June 30, 2020: \$38.76 VSH and a monthly fixed rate of \$255,199.11.

-CONTRACTOR'S cost for the Ambassador position shall be reimbursed by the AUTHORITY as a pass-through expense until such time as the AUTHORITY eliminates the position.

Section A.7.2 MAXIMUM OBLIGATION is hereby amended as follows: the maximum price to be paid to CONTRACTOR for the July 1, 2019 through June 30, 2020 year shall not exceed \$8,992,448.37, based on estimated hours of 153,000. :

Western Contra Costa Authority

MV Transportation, Inc.

By: _____

By: _____

Print Name: _____

Print Name: _____

Title: _____

Title: _____

Date: _____

Date: _____