

**YOLO COUNTY TRANSPORTATION DISTRICT
BOARD OF DIRECTORS MEETING
December 11, 2017
Yolo County Transportation District Board Room
350 Industrial Way, Woodland, CA 95776**

Agenda Item 1 – Call to Order/Roll Call/Pledge of Allegiance

Chair Rodriguez called the meeting to order at 7:00 pm. She then asked Director Ledesma to lead the assembly in the pledge of allegiance. The following representatives were in attendance:

Davis – Lucas Frerichs (Primary)
West Sacramento – Chris Ledesma (Primary)
Winters – Harold Anderson (Primary)
Woodland – Xochitl Rodriguez (Primary)
Yolo County – Don Saylor (Primary)
UC Davis – Matt Dulcich (Primary)
Not in attendance was Caltrans District 3

Staff present were Terry Bassett, YCTD Executive Director; Mike Luken, YCTD Deputy Director Operations, Planning & Special Projects; Jose Perez, YCTD Senior Transportation Planner; Tom Follansbee, YCTD Associate Transportation Planner; Hope Welton, YCTD Legal Counsel; and Kathy Souza, YCTD Executive Assistant.

Also present were Carmen Alba, Transdev General Manager; John Jackson, Transdev Maintenance Manager and Charity Oakley, Transdev Operations Manager.

Agenda Item 2–Consider Approval of Agenda for December 11, 2017 meeting

Minute Order 2017-47

Director Frerichs made the motion, seconded by Director Saylor, to approve the agenda for the December 11, 2017 meeting. Roll call resulted in:

AYES: Anderson, Frerichs, Ledesma, Rodriguez, Saylor
NOES: None
ABSENT: None
ABSTAIN: None

The motion passed.

Agenda Item 3 - Comments from public regarding matters NOT on the Agenda, but within the purview of YCTD

None

Agenda Item 4–Consent Calendar

Director Saylor asked to have Item 4c removed from the Consent Calendar for discussion.

Minute Order 2017-48

Director Frerichs made the motion, seconded by Director Saylor, to approve the following items on the Consent Calendar.

- 4a. Approve YCTD Board Minutes for Meetings of November 13, 2017.
- 4b. Approve Schedule of YCTD Meeting Dates for 2018
- 4d. Adopt Resolution Approving State Transit Assistance Claim for 2017/18; Approve budget amendment; Authorize Staff to submit a project list for Transit State of Good Repair

Roll call resulted in:

AYES: Anderson, Frerichs, Ledesma, Rodriguez, Saylor
NOES: None
ABSENT: None
ABSTAIN: None

The motion passed.

4c. Director Saylor questioned the source of the funds under consideration in Item 4c. He asked if these were funds not spent on other projects. Mr. Perez clarified that these were funds previously requested for future bus replacement purchases and this would formalize that process for the new Gilligs to arrive in early 2018.

Minute Order 2017-49

Director Saylor made the motion, seconded by Director Ledesma to adopt Resolution Number 2017-15, authorizing the Executive Director, or his/her designees, the Deputy Director of Operations, Planning, and Special Projects, or the Deputy Director of Finance, Grants, and Procurement, to file grant applications, execute grant contracts and or agreements and other supplemental documents with the California Department of Transportation (“Caltrans”), for the Public Transportation Modernization, Improvement, and Service Enhancement Account Bond Program for a total of \$225,846 for the Yolo Bus Fixed-Route Bus Replacement project.

Roll call resulted in:

AYES:	Anderson, Frerichs, Ledesma, Rodriguez, Saylor
NOES:	None
ABSENT:	None
ABSTAIN:	None

The motion passed.

Agenda Item 5 - Board Member Reports, Announcements, Appointment Nominations, Presentations

Director Dulcich reported the concept of the intercampus shuttle was being reconsidered with possible expansion. He stated that YCTD would be included in the discussion. The current intercampus shuttle contract would be reviewed in early 2018. Additional TDM measures were under consideration. He stated the Campus Long Range Plan’s environmental document process would begin in early 2018.

Chair Rodriguez reported the Woodland Chamber Holiday Parade had been a success and that the YCTD/Transdev entry took first place in its division. She added that Enrique Fernandez became the new mayor of Woodland and she was Mayor Pro Tempore.

Director Ledesma reported he had recently attended the first meeting of the new Streetcar JPA.

Agenda Item 6–Oral Update from Transdev

Carmen Alba, General Manager Transdev Yolo, introduced Maintenance Manager John Jackson and Operations Manager Charity Oakley. She then reported:

- Yolo provided additional Route 42 fixed route service to and from the Airport and Davis both the Wednesday before Thanksgiving and the Monday following the holiday.
- The Transdev team was finalizing plans for the December 17 annual safety awards presentation in the YCTD boardroom to be followed by dining at Cache Creek Casino.

Agenda Item 7 – Consideration of Actions Related to Release of Draft Countywide Transportation Capital Improvement Plan

Mr. Luken presented an overview of the staff report. Chair Rodriguez thanked staff for working with the jurisdictions on the details of the project.

Agenda Item 8 – Consider Key Components of YCTD Transit Service Request For Proposals

Mr. Bassett presented the staff report.

Director Saylor asked how many applicants were expected. Mr. Bassett responded up to five were anticipated.

Directors Saylor and Rodriguez offered to serve as alternates on the evaluation committee.

Director Frerichs suggested that Jeff Flynn, Unitrans, serve on the evaluation committee. Mr. Bassett responded that he planned to ask Mr. Flynn as well as three to four general managers of other transit services.

Mr. Bassett explained that price would not be the highest criteria and pointed out a 10% bonus was included for the awarded contractor continuing to employ the incumbent employees for a minimum of 90 days.

Director Frerichs asked what dates to keep open for committee meetings. Mr. Bassett replied those stated in the timeline

Director Saylor asked if an on-demand option would be considered. Mr. Bassett replied it was one of 14 options included and then reviewed those options.

Director Saylor asked if the options would be scored. Mr. Bassett responded that they would.

Director Ledesma expressed concern that the proposed weighting may not encourage enough innovation over the course of the contract.

Director Saylor stated he was open to changing the weighting.

Director Ledesma said he wanted to ensure the District was encouraging innovation on the part of the contractor selected.

Director Frerichs stated he appreciated the idea of changing the weighting and suggested taking 10 points from B, 20 from C and adding 30 to the innovation section.

Director Dulcich asked if it would be possible to, at a later date, renegotiate the option pricing. Mr. Bassett responded that the prices needed to be locked-in for FTA approval.

Mrs. Welton explained if the applicants pricing was poor on options the District could chose not to agree to any or all of the options. This would leave the District free to seek other providers to perform any of those options.

Chair Rodriguez suggested taking 10 points each from A, B and C to give a total of 150 points to the options.

Minute Order 2017-50

Director Saylor made the motion, seconded by Director Ledesma, to approve the following:

- a. Revised RFP Schedule and Steps
- b. Authorize the YCTD Chair to alternate YCTD Board Members to the Evaluation Panel in the event previously selected member(s) should become unavailable
- c. Proposed Evaluation Criteria incorporating a change of weighting to take 10 points each from A, B and C to give a total of 150 points to the options.
- d. Proposed Format for Submitting Proposals

Roll call resulted in:

AYES: Anderson, Frerichs, Ledesma, Rodriguez, Saylor
NOES: None
ABSENT: None
ABSTAIN: None

The motion passed.

Agenda Item 9 – Status Update on YCTD Short Range Transit Plan

Mr. Perez presented the staff report.

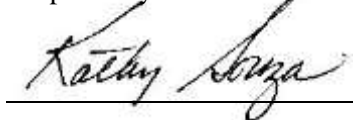
Agenda Item 10 – Consider Director’s Report

- a. Oral Report
- b. Update on Possible Options for Serving Amazon Complex
- c. Status of West Sacramento Flexible On-Demand Transit Service RFP
- d. Woodland Transit Study RFP/RFQ Status
- e. Status of Efforts to Improve Bus Shelter Accommodations at SMF Terminal B
- f. Discussion of SMAQMD Invitation for Bus Shelter/Community Gathering Place Project Proposals
- g. Update on Mobile Phone App MOU with Sacramento Regional Transit District
- h. Update on SACOG Civic Labs Involving YCTD
- i. Update on CNG Third Skid Contract
- j. Attachments
 - i. Ridership Report through October 31, 2017

Agenda Item 11 – Adjournment

There being no further business Chair Rodriguez adjourned the meeting at 8:28 pm.

Respectfully submitted:



_____, Clerk to the Board