

**Consent Calendar:**

2. **Approval of the October 5, 2016 Meeting Minutes**
  
3. **Consideration of approval of Resolution 37-16 recognizing 40 Years of Transit Service in Tuolumne County**

As Council may, or may not, be aware, Tuolumne County Transit began service in the Community in December of 1976 by a man with a vision and exceptional grant writing skills. It was his applications and plans which won Tuolumne County various State and Federal Grant funds which put the system in operation. Within six years, the mini buses were providing over 35,000 riders annually. Riding the transit back then was often referred to as “riding the minny”. Throughout the years the fleet has developed to accommodate our growing ridership. Today, Tuolumne County Transit has a new look and provides over 118,000 rides on an annual basis.

**Attachments:**

*Resolution 37-16*

**Recommendations:**

*Consider approving Resolution 37-16 recognizing 40 years of Transit service in Tuolumne County.*

4. **Request the TCTA declare Buses 39, 40 and 41 no longer required for public use and authorize the Executive Director to surplus the buses and dispose of the buses at the next County surplus equipment auction or through donations approved by the TCTA.**

The purpose of this agenda item is to request the Tuolumne County Transit Agency declare three transit buses as surplus as required by the Congestion Mitigation and Air Quality (CMAQ/Federal Transit Administration (FTA) Section 5311 Grant awarded to the TCTA.

**Background**

In December 2006, Tuolumne County Transit Agency was awarded \$141,000 through the FTA Section 5310 Capital Grant Program to purchase two 12-passenger paratransit buses to serve the elderly and disabled population (Buses 39 and 40). That same year, a 30-passenger bus was purchased with Local Transportation Funds (Bus 41).

In November 2015, the TCTA was awarded a total of \$650,344 through the Congestion Mitigation and Air Quality (CMAQ)/FTA Section 5311 Program to purchase five new buses to replace older buses in the fleet. The three buses discussed above are scheduled for replacement once the new buses are received. Two other buses (42 and 43) will be placed in backup service.

The new buses have been received, inspected and accepted by the Executive Director. The grant requires that the TCTA surplus and place in backup service the older buses identified in the grant before the new buses go into services.

**Attachments:**

*Tuolumne County Transit vehicle schedule*

**Recommendations:**

*Declare Buses 39, 40 and 41 no longer required for public use.*

*Authorize the Executive Director to surplus the buses.*

*Dispose of the buses at the next County surplus equipment auction or through donations approved by the TCTA.*

**Regular Agenda**

**5. Update on the Tuolumne County Transit Center**

The site for the Tuolumne County Transit Center continues to take shape. All of the rough grading is complete. The pad for the Transit facility is at grade. The contractor has started the process of laying the sewer line. Although many rocks have been encountered, none have presented a need for blasting or change order. Just under half of the work has been completed and the deepest cut has yet to be made.

The first significant rain event of the year happened over the weekend of October 13-16. The contractor filed a Rain Event Action Plan (REAP) and properly prepared the site for precipitation. The rainfall did cause a one day delay in the schedule as time was given for moisture to seep in.

As far as project schedule, there have been delays related to bringing power to the site. There was a need to make modification to the submitted plans to bring dry utilities into the public utility easement created for Justice Center Drive. The plans showed the pull boxes under the sidewalk and boarding/alighting area of the transit facility, but no public utility easement was created to support this.

Additionally, the project partners still need a commitment letter from Pacific Gas and Electric. This letter will come after the dry utilities are reflected in an easement and a cut sheet is provided for the electrical box that is proposed for the transit facility building. Both of these items are being expedited to get the schedule back in line.

The contractor reports being roughly 3 weeks behind schedule as a result of these delays in needed approvals.

The first change order was also approved. There are architectural trusses included as part of the shade structure that did not have the necessary supplemental information required to be appropriately bid. HMC architects provided the detail needed. A change order in the amount of \$5600 was submitted to us for review. After consultation with the architect, builder, Community Resources Agency, and review of the American Institute of Steel Construction manual staff recommended to the County project manager to approve the change order.

**Attachments:**

*There are no attachments for this item.*

**Recommendations:**

*Receive and file report.*

**6. Public Hearing to accept comments on Tuolumne County Transit Agency’s intention to increase fares for fixed route and Dial-a-Ride services. Consider increasing the identified fares with an implementation date of January 1, 2017.**

Tuolumne County Transit Agency is considering an increase in fixed route and Dial-a-Ride fares to meet State mandated farebox recovery ratios. This increase is being partnered with the elimination of Route 6 from fixed route services (to be replaced by general public Dial-a-Ride).

Staff projections are these two actions will result in a farebox recovery ratio of approximately eleven (11%) percent.

Tuolumne County Transit fare policy that prior to any fare increases the public be allowed to address the Transit Agency and share comments on the proposal.

**Attachments:**

*Public Notice of proposed fare increases.*

**Recommendation:**

*Support the TCTA holding a public hearing to collect comments on the proposal to increase fares.*

**7. Donation of a Surplus Bus to Tuolumne County Amateur Radio and Electronics Society (TCARES) for Communication during Emergencies**

Staff received a letter from the Columbia Fire Protection District on behalf of the Tuolumne County Amateur Radio and Electronics Society (TCARES), supporting the donation of a bus to this 501c3 non-profit.

According to the TCARES website the organizations purpose is:

“It shall be our purpose to further the exchange of information and cooperation between members, to promote radio knowledge, fraternalism and individual operating efficiency and to conduct club programs and activities to advance the general interest and welfare of Amateur Radio in the community.”

The website further states, under accomplishments:

“The TCARES membership provides communications assistance with fires, floods, search & rescue, and health & welfare message assistance to the Red Cross, without pay, using their own equipment, usually in twelve hour shifts. They have also provided voice and digital communications on amateur radio frequencies to assist California Department of Forestry and Forest Service officials with tactical communications, alleviating congestion of over-burdened OES radio systems.

Essential supplemental radio coverage was provided by TCARES to coordinate efforts during the A-Rock Complex, Moccasin, Ruby, Old Gulch, Creek and Ackerson Complex Fires. The club is on call around the clock to the Tuolumne County Office of Emergency Services and under the Direction of the OES, assisted other counties during the 1997 floods. Amateur mobile communications have

supported public service for road emergencies and access to 911. Numerous hours are devoted in support of local community events such as the Jamestown, Old Mill and Old Ville Runs, Field day, Rail Town days, and expositions at schools.”

**Attachments:**

*Columbia Fire Protection District Letter*

**Recommendation:**

*Support the TCTA donating a Surplus Bus to Tuolumne County Amateur Radio and Electronics Society (TCARES) for Communication during Emergencies*

**8. Adopt Resolution 36-16 adopting Purchasing Policies for the TCTA.**

The purpose of this agenda item is to request the TCTA adopt Purchasing Policies for purchasing goods and services. The proposed policies are consistent with the Purchasing Policies adopted by the TCTC and County of Tuolumne.

Resolution 36-16 has been prepared for the TCTA’s consideration. These policies have been approved by legal counsel. Staff recommends the TCTA adopt Resolution 36-16 as presented.

**Attachments:**

*Resolution 36-16 and the TCTA Purchasing Goods and/or Services Quotation/Bidding Guidelines*

**Recommended Action:**

*Recommend the TCTA adopt Resolution 36-16 adopting the Purchasing Policies as presented.*

**9. Select low bidder, MJ Hollister and associates, to provide up to twenty (20) solar lighting units for select Tuolumne County Transit bus stops**

The Tuolumne County Transit Agency received funding through Proposition 1B to make safety and security improvements to Tuolumne County Transit. A project the Transit Agency previously approved was the provision of lighting at select Tuolumne County Transit stops.

On August 30, 2016 staff let an invitation for bid to provide solar lighting units. Three companies responded with proposals, they were:

- MJ Hollister and associates- \$15,900
- Solar Illuminations- \$16,568.80
- Urban Solar- \$20,000

All are considered responsive bidders who met the criteria for bid and submittal as laid out in the invitation for bid (IFB).

A review team consisting of the director of Facilities, Transit Manager and Senior Planner for TCTA reviewed all three proposals. All products were deemed acceptable and capable of meeting the need for lighting at bus stops.

After review of references for MJ Hollister and associates, this product is rated as most cost effective and selected as the top ranked proposer. The bid from MJ Hollister is within the project budget.

**Attachments:**

*Informational brochure from MJ Hollister on Solar Lighting Products for Tuolumne County Transit.*

**Recommendation**

*Support the award of contract to MJ Hollister and Associates for the purchase of bus stop solar lighting.*

**10. Reports**