



MINUTES

Transit Committee Meeting

Committee Members Present

Tim Shaw, Chairman
Harry S. Sidhu, Vice Chairman
Doug Chaffee
Andrew Do
Steve Jones
Vicente Sarmiento

Staff Present

Jennifer L. Bergener, Deputy Chief Executive Officer
Sara Meisenheimer, Deputy Clerk of the Board
Allison Cheshire, Interim Deputy Clerk of the Board

Committee Members Absent

None

Via Teleconference

Darrell E. Johnson, Chief Executive Officer
James Donich, General Counsel

Call to Order

The February 11, 2021 regular meeting of the Transit Committee was called to order by Committee Chairman Do at 9:01 a.m.

Roll Call

The Deputy Clerk of the Board conducted an attendance Roll Call and announced that there was quorum of the Transit Committee.

Pledge of Allegiance

Director Do led in the Pledge of Allegiance.

1. Public Comments

No public comments were received.

Special Calendar

2. Committee Meeting 2021 Schedule

Darrell E. Johnson, Chief Executive Officer (CEO), presented this item and recommended to continue with the schedule the Transit Committee has had this past year, which is to meet on the second Thursday of each month at 9:00 a.m.

A motion was made by Committee Vice Chairman Sidhu, seconded by Director Sarmiento, and following a roll call vote, declared passed 5-0, to approve the 2021 Transit Committee meetings calendar.

Director Chaffee was not present to vote on this item.



3. Roles and Responsibilities of the Transit Committee

Darrell E. Johnson, CEO, presented this item and stated there were no changes to the roles and responsibilities of the Transit Committee.

A motion was made by Committee Vice Chairman Sidhu, seconded by Director Do, and following a roll call vote, declared passed 5-0, to approve the 2021 Transit Committee Roles and Responsibilities.

Director Chaffee was not present to vote on this item.

Consent Calendar (Items 4 through 6)

4. Approval of Minutes

A motion was made by Committee Vice Chairman Sidhu, seconded by Director Do, and following a roll call vote, declared passed 4-0, to approve the minutes of the Transit Committee meeting of January 14, 2021.

Director Sarmiento abstained from this item.

Director Chaffee was not present to vote on this item.

5. Amendment to Agreement for Mobile Ticketing Validators Extended Warranty Coverage Period

A motion was made by Committee Vice Chairman Sidhu, seconded by Director Do, and following a roll call vote, declared passed 5-0, to authorize the Chief Executive Officer to negotiate and execute Amendment No. 4 to Agreement No. C-6-0942 between the Orange County Transportation Authority and Init Innovations in Transportation, Inc., to exercise the first option term in the amount of \$136,608, for extended warranty coverage for mobile ticketing validators effective May 1, 2021 through April 30, 2022.

Director Chaffee was not present to vote on this item.

6. Amendment to Agreement with First Transit, Inc., for the Provision of Contracted Fixed-Route Service

A motion was made by Committee Vice Chairman Sidhu, seconded by Director Do, and following a roll call vote, declared passed 5-0, to:

- A. Authorize the Chief Executive Officer to negotiate and execute Amendment No. 12 to Agreement No. C-4-1737 between the Orange County Transportation Authority and First Transit, Inc. to adjust the rates for the provision of contracted fixed-route OC Bus service, and increase the maximum reimbursement necessary to cover actual expenses due to the coronavirus pandemic an additional \$3,149,737, for an amount not to exceed \$4,969,679, from June 14, 2020 through May 31, 2021. In addition, authorize scope of work modifications to clarify performance expectations.
- B. Approve an amendment to the Orange County Transportation Authority Fiscal Year 2020-2021, Operations Division Budget, in the amount of \$4,415,312.

Regular Calendar

7. Agreement for Enterprise Asset Management System

Cliff Thorne, Director of Maintenance and Motorist Services, reported on the following:

- Background on the many assets used in the Maintenance department and how the current system no longer meets the business needs to properly manage asset activities.
- The Federal Transit Administration (FTA) published the new Transit Asset Management Final Rule requiring greater oversight and reporting of the state of good repair of capital assets.
- Overview of the procurement process, the selected firm, and the recommendations.

A discussion ensued regarding Attachment B of the Staff Report and clarification that the \$5,061,529 is for the seven-year initial term of the contract.

A motion was made by Committee Vice Chairman Sidhu, seconded by Director Do, and following a roll call vote, declared passed 6-0, to:

- A. Approve the selection of 21Tech LLC as the firm to provide an enterprise asset management system.

7. (Continued)

- B. Authorize the Chief Executive Officer to negotiate and execute Agreement No. C-0-2272 between the Orange County Transportation Authority and 21Tech LLC, in the amount of \$5,061,529, to provide an enterprise asset management system for a seven-year initial term with two, two-year option terms.

8. Draft June 2021 Bus Service Change Update

Darrell E. Johnson, CEO, provided opening comments and introduced Kurt Brotcke, Director of Strategic Planning, who reported on the following:

- Background on route revisions implemented three times a year and the Orange County Transportation Authority (OCTA) operating under an emergency order since March of last year.
- The proposal for this upcoming service change in June 2021 is to continue the same level of service that was implemented in June 2020 and run approximately 1.2 million hours of service annually.
- Under recent FTA guidance, if a major service change has been implemented during an emergency for more than 12 months, a public outreach process and public hearing must be held.
- A public hearing will be held at the April 26th Board Meeting.
- Staff is working on how to hold the public hearing virtually and is planning a robust public outreach process.
- The plan is based on current ridership demand; however, a contingency plan is set in place should ridership increase.
- The public's input that staff receives during this process will be used as a part of future service changes.

A lengthy discussion ensued regarding:

- The public outreach process and how many people attend the virtual meetings.
- The process being unusual because the FTA is asking OCTA to go through a public outreach process on a service change that was already implemented in June of 2020.
- Public outreach will be conducted through the following channels: onboard the buses, mail information, and a traditional hotline call-in number.
- Summary of Attachment E of the staff report.
- OCTA has received positive feedback from riders on the level of service currently operating.

8. (Continued)

- With the changes in ridership and the circumstances due to the coronavirus (COVID-19), it is more important to be creative and give people different methods to participate.
- Public outreach will be conducted in three languages.
- Mr. Johnson, CEO, suggested to have a presentation, specifically on the outreach plan at the next Board Meeting on February 22nd.
- It is imperative to think about what OCTA needs going forward and not to recreate the past. There is a balance between the FTA requirement and having a good understanding of what the future looks like.

A motion was made by Committee Vice Chairman Sidhu, seconded by Director Shaw, and following a roll call vote, declared passed 5-0, to:

- A. Direct staff to implement a public outreach program on the June 2021 Bus Service Change and solicit feedback for the development of the fiscal year 2021-22 Bus Service Plan.
- B. Direct staff to return to the Board of Directors with outreach results in April 2021.

Director Chaffee was not present to vote on this item.

Discussion Items**9. OC Bus Service Update**

Johnny Dunning, Jr., Department Manager of Scheduling and Bus Operations Support, provided a PowerPoint presentation as follows:

- OC Bus Trends During the Coronavirus (COVID-19) Pandemic;
- OC Bus Trends: Trippers and Pass-Bys;
- OC Bus Trends: On-Time Performance;
- Customer Communication and Feedback; and
- Next Steps.

Committee Chairman Shaw complimented staff on their methods for collecting data and asked about the improvements in on-time performance. Mr. Dunning responded that the improvements are mainly due to low ridership and the decrease in traffic congestion.

No action was taken on this information item.



10. Chief Executive Officer's Report

Darrell E. Johnson, CEO, reported on the following:

Vaccine Update –

- OCTA is continuing to monitor the county's rollout of the COVID-19 vaccine and are providing assistance when needed. Last month, staff transported a group of medical workers from the Disneyland supersite to a vaccination clinic for seniors in Santa Ana.
- Earlier this week, OCTA's communications staff met with representatives from the county to discuss additional ways that OCTA can help in the vaccination effort. One of the ways is to effectively communicate how people can use OCTA transit services to reach vaccination sites through the county.
- Mr. Johnson, CEO, will continue to update this committee and the Board of Directors as these efforts move forward.

11. Committee Members' Reports

There were no Committee Members' Reports.

12. Closed Session

There were no Closed Session items scheduled.

13. Adjournment

The meeting adjourned at 9:49 a.m.

The next regularly scheduled meeting of this Committee will be held at **9:00 a.m. on Thursday, March 11, 2021**, at the Orange County Transportation Authority Headquarters, Conference Room 07, 550 South Main Street, Orange, California.

ATTEST

Tim Shaw
Committee Chairman

Sahara Meisenheimer
Deputy Clerk of the Board