

# CALIFORNIA VANPOOL AUTHORITY

## Board of Directors

1340 North Drive \* Hanford, California 93230  
(559) 852-2711

**Meeting Date:** September 14, 2017

**Time:** 10:00 AM

**Place:** Kings County Association of Governments  
CalVans office at 1340 North Drive, Hanford, CA 93230

This Meeting may also be attended at the following locations:

- Association of Monterey Bay Area Governments, 24580 Silver Cloud Court Monterey, CA 93940; 115 Monterey Salinas Hwy, Salinas, CA 93908
- Fresno Council of Governments, Chicano Youth Center, 1515 E Divisadero, Fresno CA 93721
- Imperial County Transportation Commission, 1405 N Imperial Ave, Suite 1, El Centro, CA 92243 and 128 W. 5th Street, Holtville, CA 92250
- Kern Council of Governments, Conference 1401 19th Street, Board Room, Bakersfield, CA 93301
- Madera County Transportation Commission, Citizens Business Bank, Room 101, 2001 Howard Road, Madera, CA 93637
- Merced County Association of Governments, Conference Room, 369 West 18<sup>th</sup> Street, Merced, CA 95340
- Riverside County Transportation Commission, Holiday Inn, 30 J Street, Sacramento, CA 95814
- San Joaquin Council of Governments, 555 E. Weber Avenue, Stockton, CA 95202
- Santa Barbara County Association of Governments, 1644 Oak Street, Solvang CA 93463
- Tulare County Association of Governments, Porterville City Hall, 291 North Main, Porterville, CA 93257
- Ventura County Transportation Commission, Conference Room, 950 County Square Drive, Suite 108, Ventura, CA 9300

**The call in number for this meeting is 1-866-244-8528, Password 574681**

***Please note that the Brown Act requires that Board members calling in do so from one of the locations noted above. Please contact Ronald Hughes the Executive Director at least 72 hours before the meeting date and time if you plan on calling in from another location.***

*A person with a qualifying disability under the Americans with Disabilities Act of 1990 may request the Authority to provide a disability-related modification or accommodation in order to participate in any public meeting of the Authority. Such assistance includes appropriate alternative formats for the agendas and agenda packets used for any public meetings of the Authority. Requests for such assistance and for agendas and agenda packets shall be made in person, by telephone, facsimile, or written correspondence to Ron Hughes, at the office of the California Vanpool Authority, at least 48 hours before a public Authority meeting.*

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## A G E N D A

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<u>Item #</u>	<u>Description</u>	<u>Action</u>
1.	CALL TO ORDER  Roll Call – Clerk of the Board	
2.	PUBLIC COMMENT (Unscheduled Appearances)  The public may address the committee on any item relevant to the authority. To comment on an agenda item, speakers should notify the staff member at the meeting location, when the agenda item is announced. The staff member will indicate whether speakers are to make their comments before or after any staff comment or report. Public comment shall precede discussion of the item by the committee. Comments by individuals and entities will be limited to five minutes or as may be reasonable as determined by the conducting officer.	
3.	Consent Items  A. Minutes of July 13, 2017 B. List of Surplus vehicles	Action
4.	System Update  A. August Newsletter B. FY 16-17 Ridership Numbers C. Submittal of Support letters to Senate and Assembly Offices D. Marketing and Outreach Efforts	Information
5.	Approve Selection of Auditing Firm	Action
6.	Approve Contract with WSP	Action
7.	Adjournment	

**Attachments:**

Item Page Description

- A. 7 Board Minutes of July 13, 2017
- B. 22 TAC Minutes of June 29, 2017
- C. 10 August Newsletter
- D. 15 FY 16-17 Ridership data sorted by County and UZA
- E. 23 Legislative Support Letters
- F. 27 WPS Contract

## **STAFF REPORT**

### **3. Consent Items**

#### A. Minutes of July 13, 2017

The attached minutes from the last meeting are ready for approval, pending any changes from the members.

#### B. List of Surplus vehicles

The following list of vehicles has reached the end of their usable life and may be disposed of. Staff is recommending that they be declared surplus and disposed of at a public auction.

YEAR	MAKE	MODEL	VP #	VIN #	MILEAGE
2003	GMC	Savana	VP-1	1GJHG39U131223709	<b>237,595</b>
2008	CHEV	EXP	VP-83	1GAHG39K481109855	<b>186,241</b>
2005	GMC	Savana	VP-99	1GJHG39U751157699	<b>236,278</b>
2006	GMC	Savana	VP-137	1GJHG39U061274364	<b>163,528</b>
2006	GMC	Savana	VP-138	1GJHG39UX61275098	<b>275,962</b>
2006	GMC	Savana	VP-143	1GJHG39U861275181	<b>171,043</b>
2006	GMC	Savana	SP-1	1GJHG39U061274641	<b>232,243</b>
2006	GMC	Savana	SP-3	1GJHG39U461275565	<b>218,241</b>
2006	GMC	Savana	SP-4	1GJHG39U161274308	<b>183,874</b>
2006	GMC	Savana	SP-6	1GJHG39U361274276	<b>247,745</b>
2006	GMC	Savana	SP-7	1GJHG39U061274266	<b>223,806</b>
2006	GMC	Savana	SP-8	1GJHG39U461274061	<b>240,865</b>
2006	GMC	Savana	SP-9	1GJHG39UX61275117	<b>214,223</b>
2007	CHEV	EXP	SP-15	1GAHG39U471101366	<b>223,474</b>
2004	GMC	Savana	VP-24	1GJHG39U441157206	<b>232,680</b>
2004	GMC	Savana	VP-55	1GJHG39U241241654	<b>268,448</b>
2006	GMC	Savana	VP-141	1GJHG39U861274600	<b>189,893</b>
2005	CHEV	Astro	VP-153	1GNDM19X55B123033	<b>237,275</b>

### **4. System Update**

#### A. **August Newsletter**

The August newsletter was prepared as an update for the various growers and contractors that use or participate in the CalVans farmworker vanpool program. In the newsletter we are asking the employers to let us know how many vans their employees will need going into the winter months as work transitions to the Imperial/Yuma areas. The newsletter also highlights various vans and their riders at work in the field.

**B. FY 16-17 Ridership Numbers**

Staff has completed the sorting of all vanpool trips by both county of origination and UZA. The number of Passenger Lane Miles is up overall by 4% with the counties of Imperial and Ventura Counties showing the largest growth. This growth is driven by an increase in the number of farmworker Vanpools in these two counties. In total, we carried 2.6 million passengers while traveling 10.7 million miles, thus generating 113 million passenger lane miles. We also for the first time have data for the San Joaquin and Riverside Counties for some farmworker vanpool activity that occurred in June.

The vanpool ridership sorted by UZA shows the largest growth in Santa Barbara, Santa Maria and Imperial. This is also due to the large number of farmworker vanpools operating in the region. The UZAs of Stockton and Indio-Cathedral City have been added, as there are some trips in June that occurred in their areas. The numbers being reported to the Federal National Transit Database on behalf of the many UZAs touched by CalVans vanpools will again generate somewhere around \$10 million for the many local transit agencies. This generation of funds is the reason some agencies have joined CalVans.

**C. Submittal of Support letters to Senate and Assembly offices**

Staff continues to work with various State officials in an attempt to secure funding for the farmworker vanpools. We were successful in securing \$3 million in Affordable Housing and Sustainable Communities (AHSC) funds several years ago, that allowed us to purchase 80 new 15-passenger vans. Last year we worked to get \$3 million was set aside for Farmworker vanpools in the Air Quality Improvement Program Funding Plan (AQIP) for San Joaquin Valley farmworkers. These funds have the potential of adding another 60 vans to our fleet.

In anticipation of the Cap and Trade extension passing, Staff visited with a number of district offices explaining the need for Farmworker vanpool funding and the positive impact it has on farmworker transportation. The general take away from the meetings was that there was general support for funding vanpool programs but we should secure some support letters from those growers whose employees use vanpools program, as well as something from the legislative districts who benefit from the farmworker vanpool program.

Staff was able to secure signatures from approximately 30 growers and 10 signatures from the following Assembly members:

District	Name	Area Represented
4	Cecilla Auguiar-Curry	Northern San Joaquin Valley
13	Susan Eggman	Central San Joaquin Valley
21	Adam Gray	Central San Joaquin Valley
30	Anna Caballero	Salinas Valley
32	Rudy Salas	Southern San Joaquin Valley
37	Monica Limon	Santa Barbara Area
44	Jacqui Irwin	Ventura Area
56	Edward Garcia	Imperial Valley
31	Dr. Joaquin Arambula	Southern San Joaquin Valley
60	Sabrina Cervantes	Riverside Area

The attached two letters were submitted are in response to this suggestion and simply summarize the program benefits and the suggestion that future Cap and Trade funds be identified in the Governor's budget fund the purchase of additional vehicles for the program. Unfortunately the funding did not appear in the budget as a line item but it is understood that funding may be found in the Low Carbon Transportation Category. Staff will continue dialogue with those managing the Cap and Trade program.

**D. Outreach and Marketing Activities**

July/August

- 7.18.2017 United Farm Worker Organization-Advisory Meeting (Tulare)  
-Meeting to discuss transportation for the 2017 Farmworker Women's Health, Safety, Employment, Education & Environment Conference.
- 7.20.2017 VEDC Industrial Meeting (Visalia)  
-Monthly Industrial Roundtable Meeting with the Industrial Park in Visalia, discuss transportation options for the area.
- 7.29.2017 Tune In and Tune Up Event (Tulare)  
-Booth at the event to inform people about vanpools and benefits, event targets people who might not have a vehicle that passes a smog check and will need transportation.
- 8.1.2017 Breastfeeding Awareness Walk/Health Fair (Salinas)  
-Booth at the event to inform people about vanpools and benefits, event targets low income families in the Salinas area.
- 8.5.2017 Tune In and Tune Up Event (Stockton)  
-Booth at the event to inform people about vanpools and benefits, event targets people who might not have a vehicle that passes a smog check and will need transportation.
- 8.12.2017 Salinas Valley Food and Wine Festival  
-Booth at the event to inform people about vanpools and benefits. A lot of the people attending the event were from Monterey County commuting to San Jose.
- 8.24.2017 United Farm Worker Organization-Advisory Meeting (Tulare)  
-Meeting to discuss transportation for the 2017 Farmworker Women's Health, Safety, Employment, Education & Environment Conference.
- 8.31.2017 Rideshare Week (Bakersfield)  
-Event focused on ridesharing options, we will have a booth at the event to provide information about vanpools.

**5. Approve Selection of Auditing Firm**

Staff sent proposals to five CPA companies of which three responded. Those responding were Brown Armstrong, Price Paige & Company, and Dedekian, George, Small & Markarian. The firms were evaluated based on the established scoring criteria with Dedekian, George, Small & Markarian with receiving the highest score, followed by Brown Armstrong and then Price Paige & Company.

**RFP 01-2017**

**SCORING SHEET**

**Category:**

Auditors Qualification/Information Requirements

**Ability to Meet Schedule:**

Timing, Location and Conduct of Audit Work

**Price Proposal:**

Price Proposal

Section of RFP	Points Possible	Brown Armstrong	Dedekian	Price Page
4.1	25	25	25	0
3.3	25	10	25	0
5.0	50	50	40	30
<b>Total Points:</b>		<b>85</b>	<b>90</b>	<b>30</b>

Based on the scoring Staff is recommending that the firm of Dedekian, George, Small & Markarian be selected to perform the upcoming annual audits, and that the Executive Director be authorized to sign any agreements or documents.

**6. Approve Contract with WSP USA INC.**

At a prior meeting, the Board approved an agreement with Sun Line transit that would have allowed vanpool riders in the Coachella area to receive monthly vouchers through a Job Access and Reverse Commute (JARC) grant that Sun Line has received. The Sun Line Board has chosen to not enter into the agreement, but to instead, have the contractor ASP USA administer the grant on Sun Line's behalf.

The attached agreement between WPS USA INC and California Vanpool Authority allows WPS USA to provide vouchers to vanpools that operate in the Coachella area. The vouchers will be \$300 per month for conventional vanpools and \$75 per week for farmworker vanpools. It follows the format of the prior agreements that CalVans has with other agencies that also provide vanpool vouchers. The agreement is a little longer than most, because of the Federal funds being used for the vouchers.

Staff is recommending the Executive Director be authorized to sign the Agreement with WSP USA INC to provide voucher funding for vanpools operating in the Coachella area.