



EMERYVILLE TRANSPORTATION MANAGEMENT ASSOCIATION

AGENDA

Board of Directors Meeting

July 16th, 2020 @ 9:15 AM

Join [Zoom](#) Meeting

Meeting ID: 861 9506 1372

Password: 463801

Chair

Geoffrey Sears,
Wareham Development

Vice Chair

Betsy Cooley, At-Large
Residential Member

Secretary

Vacant

Treasurer

Andrew Allen
At-Large Business
Member

Directors

Peter Schreiber,
Pixar

Colin Osborne

At-Large Business
Member

Kassandra Kappelos
Public Market

Bobby Lee, At-Large
Residential Member

1. Call to Order
2. Public Comment
3. Approval of the Minutes of the June 12th, 2020 Board of Directors Meeting (Attachment)
4. Executive Directors Report
 - A. Status Update on EGR Bus Yard at Mandela Parkway
 - i. Review of Project Schedule & Budget
 - ii. Status Update on Bid Package & Advertisement of Construction
 - iii. Status Update on Current Lease w/ BioMed for Horton Parking Facility
5. Business Items
 - A. Review and Consider Approval Amendment 1 to Transportation Agreement with Berkeley Gateway TMA (Attachments)
 - B. Review and Consider Approval of Purchase Agreement with Fleet Maintenance Specialists for the Purchase and Installation of Protective Barriers on all Fleet Vehicles for a Not to Exceed Amount of \$31,000 (Attachment)
6. Confirm date of Next Meeting – August 20th, 2020 @ 9:15 AM
7. Adjournment

EMERYVILLE TRANSPORTATION MANAGEMENT ASSOCIATION

ACTION SUMMARY MINUTES

Board of Directors Meeting

June 12, 2020

1. Call to Order

The meeting was called to order at 11:03 AM by Chair, Geoffrey Sears.

Directors Present: Geoff Sears, Betsy Cooley, Bobby Lee, Colin Osborne, Cassandra Kappelos, Andrew Allen

Staff Present: Roni Hatstrup, Tiffany Gephart, Gray-Bowen-Scott

Others: Charlie Bryant

2. Public Comment

No public comment.

3. Approval of the Minutes of the May 21, 2020 Board of Directors Meeting

Betsy motioned for approval of the minutes. Bobby Lee seconded the motion.

This item was approved by a unanimous vote.

AYE: 6

NAY: 0

ABSTAIN: 0

4. Executive Directors Report

A. Status Update on EGR Bus Yard at Mandela Parkway

i. Review of Project Schedule

ii. CTC Approval of Airspace Lease – June 24th

iii. Status Update on Bid Package & Advertisement of Construction

Roni provided an overview of the project schedule, noting the scheduled CTC meeting for June 24th for approval of the lease. Roni also noted that the bid package was being finalized by BKF and Zoon engineering.

5. Business Items

A. Review and Consider Approval of Airspace Lease with Caltrans (Attachments)

Roni noted that she is seeking clarification from Caltrans regarding the lease review and renewal terms and understood it to be every 10 years on the 11th and the 21st year. However, the agreement states review on the 11th 16th and 21st year.

The second issue is a concern that hazardous material could seep into the site from other sites underground. Caltrans has agreed to allow for language to state that ETMA would not be held responsible. Roni presented the revised hazmat language and recommended that the Board only approve the lease if the proposed hazmat language is included.

Kassandra asked if the material on the site has been evaluated. Roni commented that soil testing was done and is included as an attachment to the lease.

EMERYVILLE TRANSPORTATION MANAGEMENT ASSOCIATION

ACTION SUMMARY MINUTES

Board of Directors Meeting

June 12, 2020

Roni noted that the starting rent is \$14,325 per month. Rent will increase at 3% per year starting in July 2022.

Andrew Allen motioned for approval of the airspace lease with State of California. Cassandra Kappelos seconded the motion.

This item was approved by a unanimous vote.

AYE: 6

NAY: 0

ABSTAIN: 0

- B. Review and Consider Approval of Purchase Agreement with Classic Graphics for the Purchase and Installation of Protective Barriers on all Fleet Vehicles for a Not to Exceed Amount of \$43,000 (Attachment)

Roni presented the Protective Barriers recommended by MV Transportation for virus protection.

Geoff Sears inquired about how drivers would exit in an emergency. Roni commented that drivers would exit from the driver side door, but not from passenger onboarding side. Geoff asked how they can assist someone with a wheelchair or who needs assistance. Roni noted that they would exit the passenger door and walk around. Roni acknowledged the inconvenience of this but noted that the barriers would be temporary and would be removed after the pandemic. Roni also indicated the timing to install protective barriers was critical as cases rise throughout the bay area.

Bobby Lee requested the Board consider a more robust protective barrier given that the cost of the temporary barrier is already high.

Kassandra asked if the barriers are OSHA compliant given the safety concerns raised.

Roni commented that she would follow up with MV to confirm OSHA compliance.

Colin offered to work with Bobby Lee to look at more robust safety barriers per the Board discussion. Roni suggested she coordinate with Bobby and Colin to evaluate other solutions and bring a recommendation to the Board at the July 16th meeting.

No action was taken.

6. Confirm date of Next Meeting – July 16th, 2020 @ 9:15 AM

7. Adjournment 11:35 AM

**AMENDMENT TO TRANSPORTATION AGREEMENT BETWEEN
BERKELEY GATEWAY TRANSPORTATION MANAGEMENT ASSOCIATION AND EMERYVILLE
TRANSPORTATION MANAGEMENT ASSOCIATION FOR SHUTTLE OPERATION SERVICES**

THIS AMENDMENT NO. 1 to Transportation Agreement executed on December 30th, 2019 between the Berkeley Gateway Transportation Management Association a California non-profit corporation, herein called the “BGTMA “, and the Emeryville Transportation Management Association, also a California non-profit corporation, herein called the “ETMA”

RECITALS

WHEREAS, BGTMA entered into a Transportation Agreement with ETMA to perform shuttle operation services for the West Berkeley Shuttle in Berkeley, California; and

WHEREAS, BGTMA wishes to modify Section 3 of the agreement to allow for a decrease in shuttle services at a rate of \$90 per service hour.

NOW, THEREFORE BE IT MUTUALLY AGREED, that Section 3 of the Agreement, is amended to allow for a credit of \$90 per service hour for reduced shuttle services.

IN WITNESS WHEREOF, the BGTMA and ETMA have approved Amendment No. 1 to this Agreement on the ___ of _____, 2020.

BERKELEY GATEWAY TRANSPORTATION
MANAGEMENT ASSOCIATION

EMERYVILLE TRANSPORTATION
MANAGEMENT ASSOCIATION

By: _____
President

By: _____
Chair



Fleet Maintenance Specialists



Quotation

31500 Grape Street 3-363
Lake Elsinore Ca 92532
Ph: 951-471-8488

DATE July 9, 2020
Quotation # 6/2/2020
Customer ID Gray Bowen Scott

Bill To:

Gray Bowen Scott
1211 Newell Avenue, #200 Walnut Creek, Ca 94596
925.937.0980 Ext 202

Quotation valid until: July 29, 2020
Prepared by: Brent Sumrall

Comments or special instructions:

Description	Units	AMOUNT
DryVgard Units	27	\$ 25,650.00
Mounting Brackets	108	
Latch assembly	27	
Latch Rod	27	
	Shipping	\$ 1,350.00
	Sales Tax 9.25%	\$ 2,372.63
	TOTAL	\$ 29,372.63

If you have any questions concerning this quotation, Contact 951.805.9217 Email: Info@fleetms.org

THANK YOU FOR YOUR BUSINESS!

"Protect Your Drivers"



Operators Personal Protection Guard (OPPG)

FMS is pleased to launch a new product that will serve as an Operator's Personal Protection Guard device. The DryVGard (Patent Pending) unit focuses on a solution for the cutaway market specifically. However, DryVGard has the potential with customization to be applied to a variety of bus models. The DryVGard is simple, inexpensive, and constructed of a strong but light-weight material. DryVGard features are as follows:

- Short installation time
- Buy America Compliant
- Fastens to existing OEM bus hardware
- Smooth and safe edges
- Made of high quality 1/4" scratch resistant and strong polycarbonate material, which is superior than the SBPG option specs
- Design allows for versatile applications
- Convertible door or option to be permanently secured
- Rattle free design
- Quick turnaround from order to installation
- Proprietary cut out feature to easily allow driver access to the fare box and the dash center console.
- Cut outs to provide safety hold points for the stanchion
- Easily adjustable height for driver and door swing clearance
- Strong nylon, single piece hinge which provides strength and an esthetically pleasing look.
- Buy America compliant (Beaverton, OR)
- ISO certified and ITAR Military Grade (mil-spec) compliant manufacturer

Many agencies are turning to unorthodox and temporary solutions, that are potentially unsafe and non-polycarbonate plexiglass, which does not meet industry Standards. Alternatively, the competing driver's enclosure systems are highly expensive and require customized engineering which will add significant cost and long lead times. DryVGard is the perfect solution.