



EMERYVILLE TRANSPORTATION MANAGEMENT ASSOCIATION

AGENDA

Board of Directors Meeting
BridgeCourt Community Room
3990 Harlan Street, Emeryville, CA 94608
March 3rd, 2016 at 2:00PM

Chair

*Geoff Sears, Wareham
Development*

Vice Chair

*Colin Osborne,
Novartis*

Secretary

Vacant

Treasurer

Vacant

Directors

*Melinda Baker
Grifols*

*Peter Schreiber,
Pixar*

*Jen Nettles,
Bay Street*

*Tim Bacon,
City Center Realty
Partners*

*Francis Collins, At-Large
Business Member*

*Vacant,
Residential Member*

1. Call to Order
2. Public Comment
3. Approval of the Minutes of the December 17th, 2015 Board of Directors Meeting
4. Executive Director's Report
5. Business Items
 - A. Authorize staff to execute lease agreements with Creative Bus Sales for the acquisition of three (3) 2016 Starcraft Allstar XL IC TC 40ft ADA Shuttle buses (*Action-Attachment*)
 - B. Approval of Amendment #1 to Professional Services Agreement with Damono Design for continued website maintenance services through December 31st, 2016 (*Action-Attachment*)
 - C. Review and Discuss Public Comments received on the Proposed Emery Go-Round Service changes and Authorize staff to begin next steps for Implementation (*Action – Attachment*)
 - D. West Berkeley Shuttle Service
 - i. Approval of Amendment #1 to Transportation Agreement with the Berkeley Gateway TMA to increase the daily rate for the West Berkeley Shuttle service (*Attachment*)
 - ii. Approval of Amendment #2 to Shuttle Operations & Maintenance Agreement with MV Transportation, Inc. to update the West Berkeley Shuttle cost forms to include the addition of one (1) vehicle and to increase the projected service hours. (*Attachment*)
 - E. Appoint Audit Committee
 - F. Review of 2015 4th Quarter Financial Report (*Attachment*)
 - G. Review of 2015 Ridership Report (*Attachment*)
6. Suggestions/Requests from Board Members
7. Confirm date of Next Meeting
8. Adjournment

A complete copy of the agenda is available for public viewing in the Emeryville City Clerk's Office at 1333 Park Avenue at least 72 hours prior to the meeting. All writings that are public records and relate to an agenda item above will be made available at the meeting. The TMA will mail a copy of the agenda or, if requested, the entire agenda packet, to any person who has filed a written request for such materials. If requested, these materials will be made available in appropriate formats to persons with disabilities. Written requests should be mailed to Emeryville TMA, 1300 67th Street, Emeryville, CA 94608. To download a copy of the agenda packet, please visit our website at www.emerygoround.com. If you have comments or questions about this agenda, please email us at transit-info@emerygoround.com, or call the Executive Director, Gray Bowen Scott at (925) 937-0980.

EMERYVILLE TRANSPORTATION MANAGEMENT ASSOCIATION
ACTION SUMMARY MINUTES
Meeting of the Board of Directors
December 17, 2015

1. Call to Order

The meeting was called to order at 9:00AM by Chair, Geoff Sears

Directors Present: Geoff Sears, Peter Schreiber, Melinda Baker, Tim Bacon, Jen Nettles

Staff present: Roni Hatstrup, Mary Grinbergs (Gray-Bowen-Scott)

Others present: Ken Bukowski, Betsy Cooley, John Scheuerman, Cindy Montero (City of Emeryville)

2. Public Comments

Ken Bukowski noted that he had attended an MTC meeting in his continued efforts to identify other public funding sources.

3. Executive Director's Report

Roni reported that the response to public comment request for the proposed EGR changes have been positive.

Roni addressed the RM2 Grant for Bart. She conveyed BART's interest in looking into transit screens but have concerns due to ongoing renovations that would conflict with the timing of the grant deadline. Follow up options included Roni looking into a grant extension or possibly looking into other options to utilize the grant funding, such as installation of transit screens throughout other locations in Emeryville.

4. Business Items

A. Review and Consider Approval of Transportation Agreement with the Berkeley Gateway Transportation Management Association to continue providing Shuttle Operation Services for the West Berkeley Shuttle

Roni informed the Board of the upcoming expiration of the Transportation Agreement with the BGTMA on December 31, 2015 and noted that BGTMA approval of the new Transportation Agreement was pending. Roni requested Board authorization to finalize the agreement with the BGTMA Board of Directors, provided those changes would have no impact to the financial terms of the agreement approved by the Board.

Geoff motioned for approval. Jen Nettles seconded the motion, provided final revisions by the BGTMA would result in no monetary changes to the agreement.

The items was approved by a unanimous vote.

B. Review and Consider Approval of the proposed Scope of Work and Budget for Gray Bowen Scott to provide continued Executive Director & Agency Management Services through December 31, 2016

Roni provided an overview of the GBS Scope of Work for the 2016 and noted the desired shift in work focus to improve the rider experience. Roni also noted that the proposed 15% increase in costs were attributed to the anticipated increase in workload for 2016.

In response to Geoff's question with regards to the financial terms of the Gray-Bowen-Scott contract, Roni noted that contract was based on time and materials and noted that staff only charged for time incurred. As an example, Roni further noted that the Gray Bowen Scott's charges for 2015 were nearly 25% under budget, due to the shift in work scope.

Geoff also asked how the Board could help in improving the team's efficiency. Roni explained the importance of Board attendance at scheduled meetings.

Geoff Sears motioned for approval. Melinda Baker seconded the motion.

This item was approved by a unanimous vote.

5. Suggestions/Requests from Board Members

Geoff apprised the Board of the EGR Task Force meeting and made note of the City's request for a governance comprised of:

- 6 Corporate Members*
- 2 Business Members*
- 2 Residential Members*

6. Confirm Date of Meeting

The meeting date was confirmed for Thursday, January 21st at 9:00am

7. Adjournment

The meeting was adjourned at 10:15am.

EMERYVILLE TRANSPORTATION MANAGEMENT ASSOCIATION

STAFF REPORT MEMORANDUM

DATE: February 26, 2016

FROM: Roni Hattrup, Executive Director

SUBJECT: Authorize staff to execute lease agreements with Creative Bus Sales for acquisition of three (3) 2016 Starcraft XL IC TC 40ft ADA shuttle buses

RECOMMENDATION

Acquisition of three (3) cutaway shuttle buses via lease-purchase agreement with Creative Bus Sales at \$13,394 per month (\$4,464.67 per bus) for a term of 3 years with a residual buyout cost of \$1 at the end of term.

BACKGROUND

The ETMA currently has a fleet of 22 vehicles, of which 4 are retired and pending sale for salvage. We anticipate 1 additional vehicle will go out of service in 2016, per the fleet replacement schedule.

A total of 20 vehicles is needed to operate the proposed services for 2016, which includes the 5 vehicles needed for maintenance rotation.

In the 2016 Budget, our assumptions included the acquisition of 4 vehicles and trade in of 2 El Dorado National transit coaches. Over the past two years the El Dorado National buses have been out of service for long periods of time due to delays in parts shipments. MV Maintenance has located a local parts vendor and is confident wait times for parts will improve. We will continue to monitor these vehicles over the next few months. If delays continue, we'll proceed with the trade-in of the 2 vehicles for one additional cutaway shuttle.

DISCUSSION

With the loss of 2 additional vehicles due to high repair costs on vehicles which have exceeded their life expectancy, the Emery Go-Round fleet is not sufficient to maintain the current and proposed level of service. In an effort to maintain the level of service in the near term, MV has provided one of their vehicles for Emery Go-Round use when vehicles are out of service for maintenance. Should another vehicle go out of service, the Emery Go-Round service would be impacted if additional vehicles are not acquired.

The fleet replacement plan and schedule is attached for reference.

The table below depicts the terms of the proposed vehicle acquisitions, per bus. The first and last month's payment are due at the time of acquisition.

Year/Make/Model	Purchase Price (+ taxes & fees)	Mo. Lease Payment	Residual Payoff	Finance Rate	Term	Total after 36 Payments + Residual
2016 AllStar XL (38 Passenger/2 Wheelchair)	\$147,594.00	\$4,464.67	\$1.00	5.95%	36 Mo.	\$160,731.12

There are a few other one-time costs associated with the acquisition of a new vehicle. The table below shows the estimated cost per bus, as well as the total for all three buses:

Item	Cost Per Bus	Total Cost for 3 Buses
Paint	\$1,800	\$5,400
Decals	\$950	\$2,850
NextBus (re-install/new install)	\$800/\$2,500	\$4,100 (2 re-install/1 new)
TOTAL	\$3,550/\$5,250	\$12,350

FINANCIAL CONSIDERATIONS

The annual cost of the proposed lease payments and related vehicle costs are included in the approved 2016 Budget.

OPTIONS

The Board could elect to defer the acquisition of the three proposed vehicles. However, service could be compromised should any additional vehicles go out of service.

Alternatively, the Board could direct staff to approve any high cost vehicle repairs for vehicles which have exceeded the estimated life expectancy, in an effort to maintain the level of service with the existing fleet.

ATTACHMENTS

1. Fleet Replacement Schedule
2. Fleet Replacement Plan
3. Quote provided by Creative Bus Sales for 2016 Starcraft AllStar

**Emery Go-Round
Fleet Replacement Schedule**

Bus #	Year	Bus Type	Suggested Replacement Year
103	2002	Coach	2016
2107	2010	Hybrid - Cutaway	2017*
114	2007	Coach	2017*
115	2009	Coach	2017*
109	2007	Cutaway	2017
110	2007	Cutaway	2017
111	2007	Cutaway	2017
487	2013	Cutaway	2022
683	2013	Cutaway	2022
065	2014	Cutaway	2023
066	2014	Cutaway	2023
067	2014	Cutaway	2023
068	2014	Cutaway	2023
207	2015	Cutaway	2024
208	2015	Cutaway	2024
215	2015	Cutaway	2024
216	2015	Cutaway	2024
220	2015	Cutaway	2024

**Recommend early replacement.*

Emery Go-Round - Fleet Replacement Plan
(7-year Budget)

	Estimated Annual Payments							
Existing Fleet	2015	2016	2017	2018	2019	2020	2021	Assumptions
103-Coach	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
109-Cutaway	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
110-Cutaway	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
111-Cutaway	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
114-Coach	\$ 16,491.48	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
115-Coach	\$ 33,866.58	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
2107-Hybrid	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
487 - Cutaway	\$ 42,600.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
683 - Cutaway	\$ 42,600.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
V111 - Sprinter Van	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
065 - Cutaway	\$ 53,346.00	\$ 44,455.00	\$ -	\$ -	\$ -	\$ -	\$ -	
066 - Cutaway	\$ 53,346.00	\$ 44,455.00	\$ -	\$ -	\$ -	\$ -	\$ -	
067 - Cutaway	\$ 53,346.00	\$ 44,455.00	\$ -	\$ -	\$ -	\$ -	\$ -	
068 - Cutaway	\$ 53,346.00	\$ 44,455.00	\$ -	\$ -	\$ -	\$ -	\$ -	
207 - Cutaway	\$ 74,358.00	\$ 62,250.00	\$ -	\$ -	\$ -	\$ -	\$ -	
208- Cutaway	\$ 74,358.00	\$ 62,250.00	\$ -	\$ -	\$ -	\$ -	\$ -	
215- Cutaway	\$ 141,026.34	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
216- Cutaway	\$ 141,026.34	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
220- Cutaway	\$ 141,026.34	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Subtotal - Exisiting Fleet	\$ 920,737.08	\$ 302,320.00	\$ -	\$ -	\$ -	\$ -	\$ -	
New	2015	2016	2017	2018	2019	2020	2021	Assumptions
Replace bus 112	\$ -	\$ 55,000.00	\$ 55,000.00	\$ 55,000.00	\$ -	\$ -	\$ -	
Replace bus 103	\$ -	\$ 55,000.00	\$ 55,000.00	\$ 55,000.00	\$ -	\$ -	\$ -	
Replace bus 109	\$ -	\$ 55,000.00	\$ 55,000.00	\$ 55,000.00	\$ 55,000.00	\$ -	\$ -	
Replace bus 110	\$ -	\$ -	\$ 55,000.00	\$ 55,000.00	\$ 55,000.00	\$ -	\$ -	
Replace bus 111	\$ -	\$ -	\$ 55,000.00	\$ 55,000.00	\$ 55,000.00	\$ -	\$ -	
Replace bus 2107	\$ -	\$ -	\$ 55,000.00	\$ 55,000.00	\$ 55,000.00	\$ -	\$ -	
Replace bus 115 (early replacement)	\$ -	\$ -	\$ 55,000.00	\$ 55,000.00	\$ 15,000.00	\$ -	\$ -	Assume Trade-in value of \$50k
Replace bus 114 (early replacement)	\$ -	\$ -	\$ 55,000.00	\$ 55,000.00	\$ 15,000.00	\$ -	\$ -	Assume Trade-in value of \$50k
Replace 487	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,000.00	\$ 60,000.00	
Replace 683	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,000.00	\$ 60,000.00	
Replace 065	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,000.00	\$ 60,000.00	
Replace 066	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,000.00	\$ 60,000.00	
Replace 067	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,000.00	\$ 60,000.00	
Replace 068	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,000.00	\$ 60,000.00	
ADD	\$ -	\$ -	\$ 55,000.00	\$ 55,000.00	\$ 55,000.00	\$ -	\$ -	
ADD	\$ -	\$ -	\$ -	\$ -	\$ 58,000.00	\$ 58,000.00	\$ 58,000.00	
ADD	\$ -	\$ -	\$ -	\$ -	\$ 58,000.00	\$ 58,000.00	\$ 58,000.00	
ADD	\$ -	\$ -	\$ -	\$ -	\$ 58,000.00	\$ 58,000.00	\$ 58,000.00	
Subtotal - Replacements	\$ -	\$ 165,000.00	\$ 495,000.00	\$ 495,000.00	\$ 479,000.00	\$ 534,000.00	\$ 534,000.00	
Total Bus Lease/Purchases	\$ 920,737.08	\$ 467,320.00	\$ 495,000.00	\$ 495,000.00	\$ 479,000.00	\$ 534,000.00	\$ 534,000.00	



Creative Bus Sales
29220 Pacific Street
Hayward, CA 94544

Phone: 510.728.1500
Fax: 510.728.7800
www.creativebussales.com

Buyer's Order Contract

Date:	January 15, 2016	Unit #(s):	53762, 53763, & 53764
Customer Name:	Emeryville Transportation Management Association		
Contact:	Verionica 'Roni' Hatstrup	Phone:	(925) 937-0980 x 212
Address:	1676 N. California Blvd. Suite 400	Fax:	(925) 947-3177
City, State, Zip:	Walnut Creek, CA 94596	E-Mail:	roni@bowenscott.com
Sys 2K Entity #:		Salesperson:	Ray Mahaffay
Ship To Address:	1676 N. California Blvd. Suite 400 Walnut Creek, CA 94596		
Ship To Address Cont'd:			
Ship To Phone:		Ship To Email:	
Finance Source:	Creative Fleet Leasing	Contact:	Mike Stoller
Address:	14740 Ramona Ave	Phone:	909-465-5528
City, State, Zip:	Chino, CA 91710	Fax:	909-465-5529
Description of Vehicle:	2016 IC Starcraft XL 40, 42 Seated passengers or up to 36 Seated Passengers with 2 Wheel Chairs both plus Driver, Please See Attached Quote For Standard and Additional Options		
Engine Type:	Diesel		
VIN #:		FOB Terms:	Shipping
Number of Passengers:	42	Wheelchair Positions:	2
Estimated Delivery Date:	In Stock	Payment Terms:	Net 30
		Unit Price	\$136,425.00
		Delivery	\$0.00
Possession State:	CA	Incentive (Non-Taxable)	\$0.00
		Rebates (Taxable)	\$0.00
		Doc Prep Fee (Taxable)	\$80.00
		Base Selling Price	\$136,505.00
		ADA Amount (Non Taxable)	\$6,500.00
		Total Taxable Amount	\$130,005.00
		Sales Tax Total	\$11,050.43
8.500%	CA - Walnut Creek		\$0.00
			\$0.00
Notes:		DMV Estimated Fees	\$0.00
Sales tax is calculated based on the state or country in which customer takes possession of vehicle. Sales tax will be charged to customers taking possession in AZ, CA, CO, FL, IN, NM, NV, OK, OR, SC, TX, WA, Canada, and Mexico.		DMV Electronic Filing Fee	\$29.00
All rebates and incentives will be signed over to Creative Bus Sales		Tire Fee	\$10.50
		Fees Sub-Total	\$39.50
		Total Price Per Unit	\$147,594.93
		Quantity	3
		Contract Total	\$442,784.78
		Credits	
		Customer Trade-In	\$0.00
		Customer Deposit	\$0.00
		Balance Due	\$442,784.78

Remit To: Creative Bus Sales, Inc. 14740 Ramona Ave, Chino CA 91710

Terms: The deposit if indicated above is due with this signed contract. The balance due indicated above is due before vehicle(s) will be released to the Customer. If the vehicle(s) is not accepted by the Customer, the vehicle will be available for sale to other customers. The vehicle(s) will not be titled to the Customer until the contract total indicated above plus any interest charges indicated herein are paid in full. There is no "cooling off" or other cancellation period for vehicle sales. Therefore, you cannot later cancel this contract without the agreement of the Dealership, or for legal cause. The tax and fees reflected on this agreement are based on the regulations applicable at the time of drafting this contract. The actual amounts due will be based on the regulations applicable at the time title for each vehicle transfer.

Buyer's Signature:

Creative Bus Sales:

Ray Mahaffay

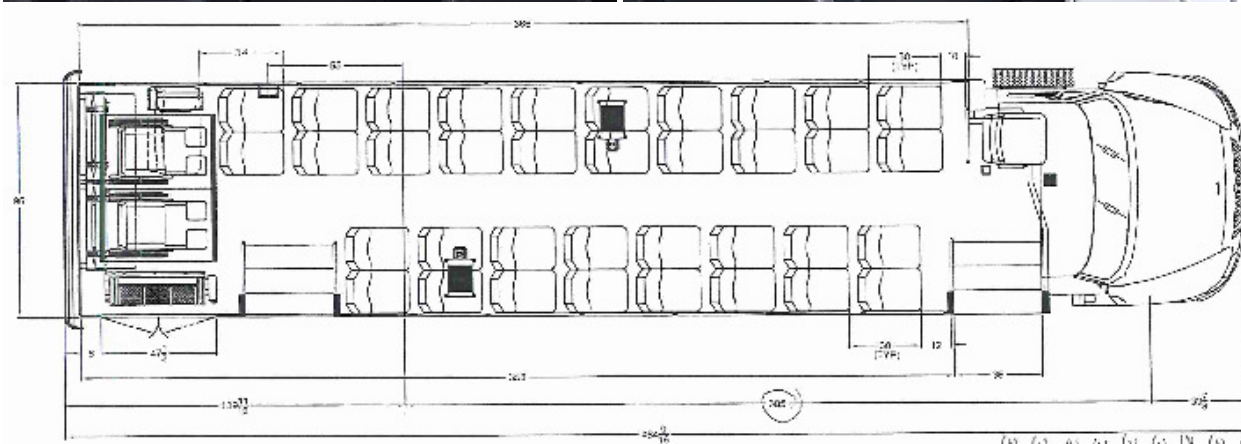
1/15/2016

CBS Signature:



Creative Bus Sales

1/14/2016



NEW 2016 ALLSTAR XL IC TC 40' ADA SHUTTLE BUS

- 42 SEATED PASSENGERS OR
- 40 SEATED PASSENGERS AND 1 WHEELCHAIR OR
- 36 SEATED PASSENGERS AND 2 WHEELCHAIRS

INTERNATIONAL TC CHASSIS WITH 305" WB

CUMMINS ISB 240 HORSEPOWER DIESEL ENGINE

ALLISON 5 SPEED AUTOMATIC TRANSMISSION

AIR BRAKES

REAR AIR SUSPENSION WITH DASH MOUNTED DUMP SWITCH

ALTRO META W/YELLOW STEP NOSING

- FLOOR COLOR: STORM

TA77033 SUPER 13 120K BTU-TWIN TA77 EVAPS, TWIN SMC3L COND, TWIN 13 CID COMP

(2) HOT WATER HEATER, 65K BTU

FRONT DESTINATION SIGN PREP

SIDE DESTINATION SIGN PREP

PRIORITY SEATING SIGN **REQUIRED FOR ADA COMPLIANCE**

STARCRAFT CIRCUIT BOARD LIFT INTERLOCK

BACK-UP ALARM SAE TYPE C 97 DBA

CEILING GRAB RAIL (2)

1 1/4" GRAB RAIL PARALLEL TO ENTRANCE STEPS (BOTH SIDES)

MID HIGH DOUBLE SEAT (18)

ANTI-VANDAL GRAB HANDLE, BLACK (18)

- AISLE SIDE ONLY

SEAT BELT, NON-RETRACTABLE (42)

SEAT BELT LOOP – (42)

DELUXE AM/FM / CD /WITH MIC INPUT & CLOCK, 4 SPEAKERS

PA MODULE ADDED TO STEREO SYSTEM

ADDITIONAL SPEAKER (4)

- MOUNT TWO OF THE SPEAKERS IN FRONT BULKHEAD

PADDED VINYL INTERIOR (WALLS AND CEILING)

SEAT COVER - LEVEL 1 NEWPORT VINYL; OXEN VINYL; OLEFIN

FLIP SEAT, DOUBLE FREEDMAN FEATHERWEIGHT MID HIGH (2)

BRAUN CENTURY NCL919-2 WHEELCHAIR LIFT (34"X51") LIMIT SWITCHES

WHEELCHAIR DECAL (INTERNATIONAL SYMBOL OF ACCESSIBILITY)

Q-8301-L MAX RETRACTOR TIE DOWN, Q8-6326-A1 COMB LAP/SHLDR, L TRK (2)

DOUBLE WHEELCHAIR DOORS W/ WINDOWS, INTERIOR LIGHT, LEAF SPRING

OPTIONS TO BE ADDED:

BIKE RACK FOR (2) BICYCLES

FRONT, SIDE, AND REAR HANOVER DIGITAL DESTINATION SIGNS

STOP REQUEST SYSTEM

PRICING

Unit Price FOB Your Location

\$136,425.00*

*Price Good For 45 Days. Allow 30 days for delivery of stock buses with options added.

*Prices do not include tax, license, or DMV fees.

**AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT BETWEEN
EMERYVILLE TRANSPORTATION MANAGEMENT ASSOCIATION AND DAMONO DESIGN**

THIS AMENDMENT NO. 1 to agreement dated August 21st, 2014 between the Emeryville Transportation Management Association, a California non-profit corporation, herein called the "Association," and Damono Design, a sole proprietor, herein called the "Consultant."

RECITALS

WHEREAS, Association retained Consultant to provide website design and maintenance services; and

WHEREAS, Association wishes to extend the term of the agreement to December 31st, 2016 and to increase the authorized amount by \$5,000 for continued website maintenance services;

NOW, THEREFORE, BE IT MUTUALLY AGREED that Sections 2 and 3.A of the agreement be amended to extend the term to December 31st, 2016 and to increase the not to exceed compensation limit by \$5,000 for a total not to exceed limit of \$14,000;

IN WITNESS WHEREOF, the Association approved Amendment No. 1 to this Agreement on the ____ of _____, 2016.

EMERYVILLE TRANSPORTATION
MANAGEMENT ASSOCIATION

CONSULTANT

By: _____
Chair

By: _____

Damon O'Donnell

26 Coso Avenue
San Francisco, CA
94110

W. 415 821.7570 M. 415 531.1731

damono@mindspring.com

www.damono.net

Emery Go-Round

C/O Gray-Bowen-Scott

Veronica "Roni" Hattrup *Director of Finance and Operations*

1676 N. California Blvd., Suite 400

Walnut Creek, CA 94596

W (925)937-0980 ext. 212 C: (925) 899-4246

Roni@graybowenscott.com

www.graybowenscott.com

Emery Go-Round Web and Mobile Site Updates and Maintenance

This proposal covers standard updates and site maintenance to be performed throughout 2016 at a rate of \$75.00 per hour.

Total Projected Cost for 2016 \$5000.00 or Less.

Cost exceeding this amount must be approved by GBS staff prior to start of work.

Sincerely,

A handwritten signature in black ink that reads "Damon O'Donnell". The signature is written in a cursive, flowing style.

Damon O'Donnell

7/28/2014

DATE	PERSON COMMENTING	ETMA PUBLIC COMMENTS EMERY GO-ROUND SERVICE CHANGES	RESPONSES
12/15/15	Florian Sauer <florian@pixar.com>	<p>I am a frequent Hollis rider here from 45th / Hollis. I predict that the proposed changes will effectively cut the service in half for someone commuting from 45th / Hollis to Bart.</p> <p>The North Hollis won't stop on 45th anymore and thus the amount of buses servicing that stop is reduced in half. Given that the South Hollis still goes the old route (i.e. will encounter a lot of traffic) I can see that waiting time for the South Hollis will be increased. Given the tendencies of drivers to not stop when they feel a bus is full will further reduce the amount of service since the fewer buses mean also fuller buses and thus less buses that actually stop.</p> <p>I think this will a significant reduction in service quality for someone on the South leg on Hollis if implemented as planned.</p>	<p>Thank you for reviewing the proposed changes and providing your comments below. Since we are proposing to cut the route in half, the travel time to complete the South Hollis route is significantly reduced. The frequency of service will remain the same (at 10 minutes) and we expect the reliability will be improved. The proposed changes will not reduce service, but rather provide a better balance of service during the peak ridership period. We will also be providing overlapping coverage in areas of high ridership, which will alleviate overcrowding on the South Hollis route.</p>
12/15/15	Florian Sauer <florian@pixar.com>	<p>Hi Veronica, thanks for your reply. Hmm, I don't see where the existing Hollis South is cut in half. The new Hollis South looks like the old Hollis South...The only visible changes for me (at 45th St) are that the old "full" Hollis won't stop there anymore -> Half the amount of buses than now.</p> <p>Unless you of course double the amount of Hollis South buses. But I didn't see that mentioned anywhere.</p> <p>Reply: oh I see: If there are basically two more Hollis South (now 1, proposed 3) I hopefully works out. Thank you for taking the time to explain. I recommend updating the proposal to indicate that there will be more Hollis South buses.</p>	<p>Hi Florian, the South Hollis route remains the same. My response regarding splitting the route in half was in reference to the full Hollis route. The proposed service plan will have 3 shuttles dedicated to the South Hollis route, which will result in a 10 minute frequency. One of the struggles we are faced with currently is maintaining service on the Full Hollis route with the high volumes of traffic during the peak commute period. By splitting the routes (eliminating the full Hollis during commute period), we will have more flexibility in mitigating for such traffic delays. The current South Hollis route has only 1 shuttle running to provide redundancy to service in the south end of the route when the Full Hollis buses are overcrowded. This current South Hollis shuttle runs at a frequency of 30 minutes. The Full Hollis route currently has 4 shuttles which are scheduled to arrive every 10-15 minutes during the peak period. However, traffic impacts at the north end of Hollis Street have pushed that frequency to 15-20 minutes (sometimes more) in the recent months, which is why you have noticed such a gap in service, resulting in overcrowded buses. The South Hollis shuttle has less traffic impacts and has remained on schedule. It's typically the Full Hollis shuttles that are delayed, not the South Hollis. For this reason, we have proposed these changes.</p>
12/16/15	Heather Moore-Farley <hrfarley@gmail.com>	<p>I'm a regular commute rider for the Hollis bus and I'm concerned about the proposed North Hollis route. It looks as if it goes onto 580/80 both to/from MacArthur and that corridor is really bad for traffic and lane changing and I'm not sure how you'd make sure any buses are running on schedule if they are having to go onto that curve. I don't mind splitting the bus route, but I don't</p>	<p>Hi Heather, thank you for reviewing the proposed changes and providing your comments. We tested various route options for accessing north Hollis and the freeway was determined to be the fastest option. We will continue to monitor traffic levels on San Pablo and will adjust the route, if needed. We will have flexibility</p>

DATE	PERSON COMMENTING	ETMA PUBLIC COMMENTS EMERY GO-ROUND SERVICE CHANGES	RESPONSES
		think the bus should use the 580/80 curve on its way to/from is a good idea, especially during commute hours. I don't take Powell/Shellmound during commute unless the Hollis is late at BART, but I can't imagine those routes doing well on the 580/80 curve either.	with the route we take to/from BART. The Watergate Express route uses the freeway and, while it can be congested, travel times are generally more consistent.
12/16/15	Jack Douglas <jax0623@gmail.com>	I don't have any comments since I take Hollis South, which isn't changed. However, I would like to see another survey on the current quality and timeliness of service.	Hi Jack, thank you for email. Currently, our on-time performance/schedule adherence rates somewhere between fair and poor, due to the rising levels of traffic throughout the City. We have also struggled to meet the ridership demand, due to our limited financial resources. Thankfully, our patrons are somewhat forgiving and understanding because the service runs at a decent level of frequency (most of the time) and is fare-free. It is our goal to improve the quality and timeliness of service through these proposed service changes.
12/16/15	Matthew Roberts <mroberts@bishop-barry.com>	Dear Emery-Go-Round public comments section, I would like to voice my 100% support for the proposed changes outlined on today's Rider Alerts. I am an employee in the Public Market office building, and the North Shellmound route will make my daily commute much easier. I know that several of the employees in my office agree that a direct route from Public Market to the BART station will be a great improvement for us. Thank you very much for your attention to this!	Hi Mathew, thank you for your support! If approved by the Board in January, we will target early to mid-spring for implementation.
12/21/15	Mitch Skinner <mitch@arctur.us>	I live at 65th and hollis. I think eliminating the loop around 65th/vallejo/66th is a good idea. I also like the idea of getting to/from BART more quickly. I feel for your poor drivers if they have to take the powell freeway onramp and get over to the 580 eastbound, though. I personally have never taken the emery go round to the area served by the south hollis route, so having to transfer to get there doesn't hurt me any. Thanks for thinking carefully/proactively about EGR service and soliciting feedback!	
12/22/15	Sandra Nemec <snemec@dictindustrial.com>	Hello, I want to express my support of the proposed routes, particularly the N. Shellmound/Powell and N. Hollis options. I feel these routes would offer the efficiency and directness that would allow me to take BART to work at the Public Market building on a daily basis. I currently drive from Fremont as the existing Emery Go Round routes take too long and the shuttles are too crowded. These new routes would reduce travel time and increase convenience. Please let me know if there is any additional information you would like or if I can elaborate further on my support of the proposed routes.	

DATE	PERSON COMMENTING	ETMA PUBLIC COMMENTS EMERY GO-ROUND SERVICE CHANGES	RESPONSES
12/27/15	novi.annette@gmail.com	I don't like. Some my bus friends start at 7am I do. Please keep Same route. please. Change it.	Hi Annette, Thank you for your email. I'd like to better understand your concerns with the proposed Emery Go-Round service changes. I've listed a few questions below: 1. What do you not like specifically? The commute period routes or the commute period timeframe? 2. Your comment first says "please keep same route", then you say "change it". What do you mean when you say "change it"?
12/29/15	Mark Purzycki <calculonf@gmail.com>	I just wanted to write in to say I look forward to the changes proposed for the Shellmound route. Thumbs up.	
12/31/15	Brian Carver [mailto:bcarver@ishool.berkeley.edu]	Hi, I am an Emeryville resident and ride the EGR every weekday during commute hours to and from 40th St./San Pablo Ave. and MacArthur BART. 40th St./San Pablo Ave. is the de facto transit center of Emeryville because so many AC Transit lines intersect there and because of how highly-traveled these two streets are. The most frustrating thing to me about riding the Emery Go Round is that only the Powell/Shellmound bus stops at 40th St./Adeline and all the other lines drive right by a large crowd of morning commuters standing there waiting to get to MacArthur BART. People that are unfamiliar with this practice of EGR often get very angry when they see EGR buses drive right past them as they are standing at an EGR stop. I even know to expect it and it still makes me furious. EVERY EGR Bus that passes by 40th St./Adeline on its way to MacArthur BART should STOP there and pick up people trying to get to BART. PLEASE add this change to any other changes you are considering. I really can't tell whether the other proposed changes would be a benefit or not, but I KNOW this change would make a lot of people less angry at EGR. The other main thing EGR should be considering is a route to West Oakland BART. It's absurd that you haven't added this yet.	Hi Brian, thank you for providing feedback on our service. We will evaluate the option of adding a stop at this location for the Hollis route. With regards to your comment to serve the West Oakland BART Station, unfortunately we do not have the financial resources to serve both stations. However, I understand AC Transit is proposing new routes, one of which would provide service from Emeryville to the West Oakland station. AC Transit is also proposing improvements to the Transbay routes to provide more frequent service to SF (if SF is your commute destination).
1/1/16	Tammy Tieu <twttieu@gmail.com>	I hope I am directing this to the correct source. I just wanted to share a suggestion as an Emeryville homeowner and taxpayer. It would make a world of a difference if the South Hollis or Hollis started running 30 minutes earlier during the week (seems to be just one additional round). The current Hollis shuttle reaches the bart at 6:20am at the earliest. However in recognition of commuters taking the bart elsewhere (rather than the opposite), it would be helpful to reach the bart a couple minutes before 6am.	Hi Tammy, My apologies for the delayed response. We will evaluate the cost impacts to provide earlier service to BART on the weekdays. Thanks for writing in.

DATE	PERSON COMMENTING	ETMA PUBLIC COMMENTS EMERY GO-ROUND SERVICE CHANGES	RESPONSES
1/5/16	Bolen, Kate <Kate.Bolen@tenspeed.com>	I work in the Emeryville Public Market tower, and I am a frequent rider of Emery-Go-Round. Typically I take the Powell/Shellmound, Hollis, or North Hollis shuttles to commute to and from work from MacArthur Bart. I have consistently found Hollis and North Hollis to be faster than Powell/Shellmound, even though it adds time to cross the train tracks. For my commute purposes, the new North Hollis route looks great for my commute to and from work, but the new North Shellmound route does not entirely address one of the major delays for that line during evening commute hours: the backup on Shellmound before 65th caused by entrance traffic to Hwy 80. I am excited to see that the Marina portion of the route will be moved to the South Shellmound route, but I'm concerned this alone won't address the traffic delay before 65th. I'm sorry to say that I don't have an alternate recommendation, and I'm certain you are aware of this traffic problem, but I felt remiss not mentioning it before January 8th. Thank you for reconfiguring these routes! I think overall they will be a significant improvement to the current system. Please feel free to contact me if I can clarify or be of help.	
1/6/16	Patel, Bakul <bakul.patel@grifols.com>	My opinions on the proposed change as a daily commuter using the Emery-Go Round Hollis line/Powell Shellmound Line (depending on convenience) to get to 53rd and Hollis. Hollis - I agree that removing the Hollis loop down 65th street/Vallejo street/65th street will make the route more efficient for everybody during non-commute service. For the commute hour (when the Hollis line is often full and several Hollis buses go by 53rd and the Pixar stops because they are too full from passengers from the North end of the route) I think this would be an excellent change since all riders along the route are mostly going to BART. The few riders that are going from North Hollis to South Hollis can make the transfer (in my experience riding the system daily, this is VERY infrequent). South Shellmound/Powell - The Reduced frequency of this stop is OK since it relieves stress on the remaining system and it's the least used of the system. Overall - I like that the Emery-Go-Round will be using the freeway as much as possible since it's the most direct and quickest route to the MacArthur BART Station	Thank you for your feedback and support of the proposed Emery Go-Round Service changes.
1/8/16	AROrden <arorden49@gmail.com>	I'm an owner occupant in Emery Bay Village & have used the EmeryGoRound since it began. During this time I've relied on this service for both frequent commute & sometimes non-commute travel. My comments on the proposed service changes & issues not mentioned in your document are: <ol style="list-style-type: none"> 1. The EGR-PBID was adopted & homeowners now pay an annual parcel assessment for services; the proposed changes do not reflect a corresponding improvement for resident use of this service, such as weekend routes to BART on Hollis & weekday/weekend routes that offer travel within the route map (including Berkeley Bowl, Powell 	Thank you for providing feedback on our proposed Emery Go-Round service plan. I've addressed your comments and questions below. <ol style="list-style-type: none"> 1. The assessments collected under the new PBID are not sufficient to support the services which you have described above. The purpose of our proposed service plan is to provide additional capacity to meet the current and projected demand for ridership, which we have identified occurs during the commute period.

DATE	PERSON COMMENTING	ETMA PUBLIC COMMENTS EMERY GO-ROUND SERVICE CHANGES	RESPONSES
		<p>Street Plaza TJ, Marketplace & Bay Street) without having to go to MacArthur BART to transfer between routes.</p> <ol style="list-style-type: none"> There's no mention of vehicle replacement/repair/maintenance - many of the shuttles have obvious operational deficiencies (irregular heating/cooling, screeching breaks, broken stop request signals) & make sure all vehicles have functional exterior signage on front/side/back noting its current route. Changes in Shellmound/Powell routes mention accessing the service area & returning to BART "via the freeway" to reduce travel time - do you mean traveling during commute hours on I-80/580? to save time?? If any vehicles are going to use routes on other than local "low speed" surface streets (traveling "via the freeway") will they have seat belts & will drivers encourage their use by riders? Install signage for shuttle stops @ MacArthur with clear & bold informational graphics/route maps & directory for consistent locations to board designated shuttles for each route. Prepare (use large type) & place service notices in vehicles so they can actually be read by riders (not above windows & doors where they're not seen or readable); remove out-of-date notices. Encourage driver customer service (including modulating volume of radio broadcast). How about working with the City to install some form of bus shelter at more locations, including a bench & nextbus displays (some of which were removed from existing shelters). 	<p>2. The ETMA does have a fleet replacement and maintenance program. We have acquired between 2-3 vehicles per year for the past 4 years and plan to acquire 3 new vehicles within the next 3 months. If you are aware of a maintenance issue which needs to be addressed (ie. poor heating or cooling, broken stop request system, etc)), please feel free to email us at transit-info@emerygoround.com, so we can look into the issue.</p> <p>In 2015, we upgraded our entire fleet with LED signage. Vehicles which are scheduled to retire within the next year have only rear signage (we have only 4 vehicles with only rear signage). All other vehicles are equipped with the LED signage on the front, rear and side of the vehicles. If you notice a sign is not working properly, please notify the driver and/or email us with the vehicle # so we are aware of the issue and can make the necessary repairs.</p> <p>3. After completing test runs to evaluate options for accessing the north end of the service area (for both Shellmound & Hollis routes), we concluded the freeway was the most efficient option. However, this option will be monitored regularly. If need be, we will have the flexibility to re-route access to/from the north end of the service area while maintaining service all bus stops served by each respective route.</p> <p>4. The majority of our fleet vehicles are equipped with functioning seat belts. It is the passenger's decision of whether or not to use them. We will be cognizant to use only vehicles with seatbelts on those routes which access the freeway.</p> <p>5. We are in coordination with BART to negotiate dedicated space for Emery Go-Round vehicles at the MacArthur BART Station. Once we have agreement with BART on a dedicated space for Emery Go-Round as well as the necessary permitting to post signage at the Station, proper signage will be posted to inform riders of the Emery Go-Round routes and Emeryville attractions.</p> <p>6. We have ordered route guide holders and notice posting boards for those vehicles which are not currently equipped with them. These boards will provide a more suitable/consistent location for rider notice postings on the vehicles. I expect the new boards will be installed this quarter.</p> <p>7. The drivers are asked to keep radio volumes at a moderate level. If you notice disturbing volume levels on the vehicles, please feel free to notify management by emailing transit-info@emerygoround.com</p>

DATE	PERSON COMMENTING	ETMA PUBLIC COMMENTS EMERY GO-ROUND SERVICE CHANGES	RESPONSES
			8. I understand the City has a plan for bus shelter and bus stop improvements. Diana Keena at the City may be able to share more information about the City's plan for bus stop improvements. Her email is dkeena@emeryville.org
1/10/16	AROrden <arorden49@gmail.com>	Thank you. How will the comments you've received from the community be shared with/distribute to the ETMA? & when will the January agenda & location be posted online? – AROrden	Good afternoon, all comments and responses will be shared at the next ETMA Board of Directors meeting, which is currently scheduled for 9AM, January 21st. The agenda packet will be posted/distributed by close of business this Friday, the 15th. Would you like to be added to our packet distribution list? –
1/9/16	Rob E'villeeye <evilleeye@gmail.com>	The proposed Emery Go-Round changes might reduce transit times but if the intent of them ultimately support ridership and reduce traffic by taking cars off the road, it completely misses the mark. 74% of riders say they would use the EGR more frequently if it went to West Oakland BART according to the poll I took almost 3 years ago and nothing has been done to address this. https://evilleeye.com/polls/emery-go-round-to-west-oakland-bart-poll/ Since the PBID was passed and residents are now paying into the system, decisions passed about EGR should be made with riders in mind (not drivers). It's hard to argue that the ETMA is working for the community when something like this is not being considered or even discussed. -Rob Arias, Founder/Editor The E'ville Eye	Hello Rob, thank you for providing feedback on our proposed changes. With regards to your poll of EGR riders, in what manner was your poll conducted? What were the total number of responses collected? I noticed the vast majority of those who completed your poll were residents of Emeryville. Emeryville residents make up only approximately 30% of our ridership, so it's possible your survey did not capture the opinion of the other 70% of our ridership (those who do NOT live in Emeryville). We also surveyed our riders in fall 2011 and asked riders to provide their preference for service out of West Oakland and over 80% of the responses were "NO". (See results and survey attached.) Our survey was focused on the rider experience, therefore the surveys were distributed and collected on our shuttles in an effort to capture the opinion of the riders. In order to maintain a reliable service, we must maintain a frequency of 15 min or less (during the commute period) and provide a broad range of coverage throughout the City. Unfortunately, we do not have the financial resources to provide this required level of service to both stations. The results of our rider survey clearly depicted support of service out of MacArthur Station. This is not a decision based on the preference of our drivers. We will conduct a rider survey this summer/fall and will be sure to ask the question again. If we receive majority support for service to West Oakland station we will consider shifting EGR service to West Oakland. We are not ready to make the shift at this time. For what it's worth, the majority of comments we've received have been in support of the proposed service changes and I do believe the changes, if implemented, will promote new ridership, particularly with those commuting to/from the north end of the service areas. I understand AC Transit is also running (or planning to run) service from Emeryville to West Oakland. This service would be an

DATE	PERSON COMMENTING	ETMA PUBLIC COMMENTS EMERY GO-ROUND SERVICE CHANGES	RESPONSES
1/12/16	Rob E'villeeye <evilleeye@gmail.com>	<p>Thanks for your reply Roni, 259 People responded to my poll which was taken in 2013 and promoted online and through flyers that I distributed at stops and on the the bus itself (I did not offer them any incentive to answer).</p> <p>My takeaway is that this is more important to resident ridership than those using EGR to get to their shopping destination. Since residents are now paying a portion of this, I would think that 30% of resident ridership be more heavily weighted. The discrepancy in our polls is interesting though. Almost everyone I've spoken with personally has a preference for West Oakland since the vast majority of riders are using it to go to/from SF (77%) where BART trains leave about every 5 minutes and are one station away. Especially when I point out to them that this would shave 30-45 minutes from their daily commute. Does this seem logical to you? As I'm sure you're aware, the much of the response can be influence by the way the question is framed and the context. Do you have the results of the rest of the poll? -Rob</p>	<p>option for transit to the West Oakland Station. Let me know if you have any additional comments or questions.</p> <p>Hi Rob, we had over 1,000 surveys completed in our 2011 Rider Survey with 44% of responses being residents of Emeryville. A PowerPoint presentation summarizing the results of the survey is attached. We have a high level of ridership generated to/from the employment destinations throughout the City, including Novartis, Pixar, Peets Coffee, Cliff Bar, etc. It isn't just those visiting for shopping and entertainment. With regards to your estimate of time savings by providing service out of West Oakland station, I'd have to see your breakdown of the calculation. The travel time to West Oakland from Emeryville is the same as travel time to MacArthur Station, so your time savings would only be on BART. The time savings for travel to SF would be only 10 min (per trip), so only 20 min daily? On the contrary, service to West Oakland would also add 10 min to those commuting to Emeryville from the East. Taking into consideration that the majority of EGR riders are commuting from outside the City (not residents commuting to SF), we need to be cognizant of the impacts to their travel times, should the service be shifted to West Oakland in the future. On a related note – thank you for posting the proposed EGR changes on your website. We appreciate your help in getting the word out to the community. - Roni</p>
1/12/16	Rob E'villeeye <evilleeye@gmail.com>	<p>Yes, most of the time savings would be achieved through a more efficient BART connection but that's how a majority of people are using EGR according to my poll (77% of riders according to my poll, yours didn't quantify this except to establish that 10% of riders were coming <i>from</i> SF)</p> <p>Here's my calculation using The SF Embarcadero station as a benchmark: The BART travel times from MacArthur to Embarcadero is 16 minutes (4 stations) Trains during peak morning times run into SF about every 4-5 minutes. Knowing that EGR is not timed with BART trains, the worst case scenario for a trip would be 24 minutes, correct? The BART travel times from West Oakland to Embarcadero is 7 minutes (1 station) Trains during peak morning times run into SF about every 1-4 minutes. Knowing that EGR is not timed with BART trains, the worst case scenario for a trip would be 11 minutes, correct? The return evening trip is quite different because of the train frequency from Embarcadero to West Oakland (running every 1-4 mins.) are almost twice as frequent since you can take <i>any</i> East Bay bound train to W. Oak including the Fremont or Pleasanton line vs. Richmond/Pits train to MacArthur (3-7 minutes</p>	

DATE	PERSON COMMENTING	ETMA PUBLIC COMMENTS EMERY GO-ROUND SERVICE CHANGES	RESPONSES
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and less frequent) . Compound that with the addition travel time (9 minutes to travel the additional 3 stations) and you get:
 West Oakland Worst case: 4 + 7 = 11 minutes
 MacArthur Worst case: 7 + 16 = 24 minutes

EMBR 4:53 pm	WOAK 5:00 pm	EMBR 5:03 pm	MCAR 5:19 pm
EMBR 4:56 pm	WOAK 5:03 pm	EMBR 5:05 pm	MCAR 5:21 pm
EMBR 4:58 pm	WOAK 5:05 pm	EMBR 5:11 pm	MCAR 5:27 pm
EMBR 5:03 pm	WOAK 5:10 pm	EMBR 5:17 pm	MCAR 5:33 pm
EMBR 5:05 pm	WOAK 5:12 pm	EMBR 5:18 pm	MCAR 5:34 pm
EMBR 5:08 pm	WOAK 5:15 pm	EMBR 5:21 pm	MCAR 5:37 pm
EMBR 5:11 pm	WOAK 5:18 pm	EMBR 5:26 pm	MCAR 5:42 pm
EMBR 5:13 pm	WOAK 5:20 pm	EMBR 5:32 pm	MCAR 5:48 pm
EMBR 5:17 pm	WOAK 5:24 pm	EMBR 5:33 pm	MCAR 5:49 pm
EMBR 5:18 pm	WOAK 5:25 pm	EMBR 5:36 pm	MCAR 5:52 pm
EMBR 5:21 pm	WOAK 5:28 pm	EMBR 5:41 pm	MCAR 5:57 pm
EMBR 5:23 pm	WOAK 5:30 pm	EMBR 5:48 pm	MCAR 6:04 pm
EMBR 5:26 pm	WOAK 5:33 pm	EMBR 5:51 pm	MCAR 6:07 pm
EMBR 5:30 pm	WOAK 5:37 pm	EMBR 5:56 pm	MCAR 6:12 pm
EMBR 5:32 pm	WOAK 5:39 pm		
EMBR 5:33 pm	WOAK 5:40 pm		
EMBR 5:36 pm	WOAK 5:43 pm		
EMBR 5:38 pm	WOAK 5:45 pm		
EMBR 5:41 pm	WOAK 5:48 pm		
EMBR 5:45 pm	WOAK 5:52 pm		
EMBR 5:48 pm	WOAK 5:55 pm		
EMBR 5:51 pm	WOAK 5:58 pm		
EMBR 5:53 pm	WOAK 6:00 pm		

During peak return times, trains from Embarcadero to West Oakland run almost *twice* as frequently as to MacArthur dramatically increasing the chance of a more efficient connection.

Less time waiting on the platform = huge time savings.

So round trip worst case for W. Oak: 11 minutes each way = 22 minutes

MacArthur round trip worst case is 24 minutes each way = 48 minutes

48 - 22 = 26 minutes per day (worst case although with a West Oakland route, this "worst case" is dramatically lessened since routes are almost twice as frequent)

26 minutes per day x 5 days a week = 2 hrs and 10 minutes per week

x 48 weeks per year factoring in 4 weeks of vacation, holiday and sick = more than 4 days a year in time savings to spend with ones family (104 hours). If

you can establish that most riders are using EGR in tandem with BART to

DATE	PERSON COMMENTING	ETMA PUBLIC COMMENTS EMERY GO-ROUND SERVICE CHANGES	RESPONSES
		commute to/from SF (which my poll demonstrates), AND point out the clear times savings, I think you'd get very different results in your poll. You also have to factor in traffic of course and my presumption is that 40th/San Pablo is a major bottleneck of all the EGR routes. I highly recommend taking these trips yourself to discern the difference. Let me know if you need any clarifications.	
1/11/16	Seth Ellsworth <seth@lhooqdesign.com>	Dear EMTA, as a young architect and designer living on the border of Emeryville, and daily rider of the Emery-Go-Round, I feel the need to submit my own ideas and feedback to your agency as you undertake this planning process of future shuttle services. I live with my wife in Bakery Lofts on Adeline Street. My daily commute consists of walking down Adeline to 40th Street, and taking the Emery-Go-Round to MacArthur BART station, and reversing this commute in the evening. A few general comments about this: -I often stand at 40th & Adeline waiting for a shuttle in the morning, and watch half-empty Hollis shuttles pass by; why can't Hollis routes also stop at this station if people are waiting? -Coming home in the evenings, I often have to wait for ~15 minutes for a shuttle to leave the MacArthur BART station, typically around 7pm. Shuttles will drop off passengers around these times, and then speed off empty. Why doesn't the commute service continue slightly longer in the evenings? I have attached a plan with my own suggestions for the Emery-Go-Round routes: -I don't understand why routes go out and back on the same road. This seems counter-intuitive. I propose having one route that is a single loop, covering both Shellmound AND Hollis streets. There would be shuttles that run Clockwise, and others that run Counter-clockwise. Two shuttle running in each direction should allow for reasonable frequency, and the loop could be cut in half to turn around on Powell for additional service. -The Watergate route would run from the peninsula to Berkeley Bowl, and back again. Rush-hour routes could provide for direct service to the BART station, but this route would otherwise involve a transfer where it overlaps with the other routes. Thank you for your consideration, and I apologize for providing this feedback a few days late. Please contact me for any further feedback or questions you may have. – Seth Ellsworth	Hello Seth, Thank you for providing comments on the proposed EGR Service changes. I've provided responses to your questions/suggestions below: <ol style="list-style-type: none"> 1. We will evaluate adding a stop on the Hollis route to serve this location. 2. Extending the commute period beyond 7PM would result in a cost increase. However, we will continue to monitor ridership to determine whether commute period service should be extended. 3. Our routing is designed to provide bi-directional service (both inbound and outbound). The proposed routing you suggested would require our shuttles to cross the train tracks, which we avoid. 4. Our ridership analysis results show the majority of our service traveling to and from the BART station. The majority of the Watergate Express route ridership is to/from The Towers and BART. Your proposal would likely not be supported by the current ridership.
1/15/16	Nicole Kyle <nkyle@g.hmc.edu>	Hello there, A shuttle driver just informed me that you are trying to get rid of the Vallejo stop on the Hollis shuttle. I am one of the people who uses this stop, and it is very helpful to me because it is the only stop close enough to 65th and San Pablo. I use this stop very often since my boyfriend and I do not have our own	Hi Nicole, Thank you for sharing your feedback on our proposed service changes. We've evaluated the ridership generated at the Vallejo stop and could not justify continuing service to that stop given the recent service impacts caused by the high volume of bicycle traffic and blocked access by delivery trucks.

DATE	PERSON COMMENTING	ETMA PUBLIC COMMENTS EMERY GO-ROUND SERVICE CHANGES	RESPONSES
		cars. The Hollis service is already very limited, so this stop is very helpful for me, especially when I am carrying heavy bags. Thanks for reading. And thank you for your shuttle service.	The proposed stop location is less than a ¼ mile walking distance from the current stop location.
1/9/16	mailto:sdonahue@emeryville.org	A number of issues that relate to the Emery go-round were discussed at our Saturday meeting about redoing the F and J bus lines. One issue about the Hollis Street route returning from MacArthur BART– Time can be saved if the Hollis Street bus continues on MacArthur Boulevard all the way to San Pablo and turns right and goes north through 40th St. before going left onto Park. Scott Donahue Council member	Good afternoon Council Member Donahue, Thank you for passing along the comments from the AC Transit Planning meeting. As you know, we are in the process of modifying our routes, so your timing is perfect. I will have our Operations Team evaluate the suggestion below. We typically try to avoid travel on San Pablo to the extent possible because of the high traffic levels during the peak commute period, however traffic along 40th Street may be just as bad during this time. Good suggestion. Thanks again for sharing. (1/18/16) – Follow up response: After receiving your email below, I asked our Operations Team to evaluate the proposed routing down MacArthur to San Pablo, rather than the current routing down 40th. The Operations team noted that they do occasionally use MacArthur as an alternate route during the off-peak periods, but did not recommend using MacArthur during the peak commute period as access to San Pablo Ave. It is frequently blocked due to high levels of traffic congestion. Therefore, we propose the primary routing from BART to San Pablo Ave remain on 40th Street. Thank you again for passing along this feedback.

**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 January 6th, 2016 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 increase shuttle services to include the addition of one driver and one vehicle to operate the new schedule, attached as Exhibit A.

NOW, THEREFORE BE IT MUTUALLY AGREED, that Section 3 of the Agreement, is modified as follows:

1. Increase the minimum hours per day to sixteen (16); and
2. Reduce the hourly rate to eighty dollars (\$80) and;
3. Increase the minimum daily rate to one thousand two hundred eighty dollars (\$1,280).

IN WITNESS WHEREOF, the BGTMA and ETMA have approved Amendment No. 1 to this Agreement on the 19 of February, 2016.

BERKELEY GATEWAY TRANSPORTATION
MANAGEMENT ASSOCIATION

By: 
President

EMERYVILLE TRANSPORTATION
MANAGEMENT ASSOCIATION

By: _____
Chair

**AMENDMENT TO SHUTTLE OPERATIONS AND MAINTENANCE AGREEMENT BETWEEN
EMERYVILLE TRANSPORTATION MANAGEMENT ASSOCIATION AND
MV TRANSPORTATION, INC.**

THIS AMENDMENT NO. 2 ("Amendment") is to the Shuttle Operations and Maintenance Agreement dated February 15th, 2013 between the Emeryville Transportation Management Association, a California non-profit corporation, ("ETMA"), and MV Transportation, Inc. ("Contractor")

RECITALS

WHEREAS, ETMA retained Contractor for shuttle operation and vehicle maintenance services through December 31, 2015; and

WHEREAS, ETMA approved Amendment No. 1 of the agreement to extend the term of the agreement two (2) years to December 31, 2017 and to modify Section 4, Exhibit B of the Agreement to reflect the updated Cost Forms for 2016 and 2017 services; and

WHEREAS, ETMA wishes to modify Section 4, Exhibit B, Forms 2.1 and 2.2 to increase the Fixed and Variable Costs for the West Berkeley Shuttle to accommodate the requested increase in service by the Berkeley Gateway Transportation Management Association, including the addition of one (1) vehicle and duplication of service hours;

NOW, THEREFORE, BE IT MUTUALLY AGREED that Section 4, Exhibit B, Forms 2.1 and 2.2 of the Agreement be amended to reflect the updated cost forms for West Berkeley Shuttle, attached as Exhibit A.

IN WITNESS WHEREOF, the ETMA approved Amendment No. 2 to the Shuttle Operations and Maintenance Agreement on the ____ day of _____ 2016.

EMERYVILLE TRANSPORTATION
MANAGEMENT ASSOCIATION

MV, TRANSPORTATION, INC.

By: _____
Chair

By: _____

COST PROPOSAL

FORM 2.1 - WEST BERKELEY SHUTTLE OPERATIONS FIXED COST WORKSHEET

PAGE 1 of 2

FIXED COSTS - OPERATIONS		
	2016	2017
PERSONNEL		
Management, Dispatchers & Support Staff:		
Wages, Taxes & Fringe Benefits	\$ 5,404.71	\$ 5,817.51
BUS STORAGE & ADMINISTRATION FACILITY		
Office Equipment	\$ 52.65	\$ 8.92
Office Supplies	\$ 97.48	\$ 99.90
Printing/Copying/Postage	\$ 22.86	\$ 23.46
VEHICLE COSTS		
Vehicle cost (including 2 buses, fuel and maintenance)	\$ 113,349.50	\$ 120,777.83
VEHICLE CLEANING		
Vehicle Cleaning (interior & exterior)	\$ 1,936.36	\$ 1,982.24
INSURANCE		
Business Liability	\$ 137.92	\$ 150.66
Vehicle Liability	\$ 7,614.36	\$ 8,009.10
Workers Compensation	\$ 180.54	\$ 194.88
Licenses	\$ 91.95	\$ 100.46
MISCELLANEOUS		
Employee Miscellaneous (recruitment, drug testing, etc.)	\$ 2,048.08	\$ 2,190.48
Uniforms/Uniform Laundering	\$ 258.64	\$ 280.34
Employee Vehicles (non-shuttle service vehicles)	\$ 385.07	\$ 377.42
OTHER		
Other Costs, if Any (Please Specify)		
Communication Expenses	\$ 41.78	\$ 41.25
Drive Cam Expenses	\$ 351.76	\$ 185.40
Interest Expense	\$ 500.26	\$ 465.74
PROFIT & OVERHEAD		
Overhead	\$ 622.24	\$ 690.54
Profit	\$ 413.85	\$ 459.10
TOTAL FIXED COSTS - OPERATIONS		
Total Annual Costs	\$ 133,510.01	\$ 141,855.23
No. Months Per Year	12	12
FIXED COSTS PER MONTH = Total Annual Costs ÷ No. Months Per Year	\$ 11,125.83	\$ 11,821.27

COST PROPOSAL**FORM 2.2 - WEST BERKELEY SHUTTLE OPERATIONS VARIABLE COST WORKSHEET**

VARIABLE COSTS - OPERATIONS		
	2016	2017
PERSONNEL		
Driver:		
Wages (During Service Hours)	\$ 94,975.09	\$ 105,026.65
Wages (During Training & Other Non-Service Hour Timeframes)	\$ 3,644.53	\$ 4,031.30
Total Taxes & Fringe Benefits	\$ 29,011.16	\$ 32,541.34
OTHER		
Other Costs, if Any (Please Specify)		
PROFIT AND OVERHEAD		
Overhead	\$ 4,602.87	\$ 5,086.12
Profit	\$ 2,996.98	\$ 3,297.38
TOTAL VARIABLE COSTS - OPERATIONS		
Total Annual Costs	\$ 135,230.63	\$ 149,982.79
Annual Service Hours	4,500	4,500
COST PER SERVICE HOUR = Total Annual Cost ÷ Annual Service Hours	\$ 30.05	\$ 33.33

**Pricing assumptions are valid for +/- 5% of the total annual Service Hours listed above.*

EMERY GO-ROUND				
4th Quarter Financials				
Revenue	2015 Budget	Actual Revenue Rec'd to Date	% of revenue received	Notes
PBID Revenue				
Net PBID Revenue	2,622,764	2,675,980	102%	
Non-PBID Revenue				
ETMA Billed Revenue	74,599	51,693	69%	Invoices mailed in Q4. Remaining reimbursements will be shown as 2016 Revenue.
Nextbus Sign Revenue	7,200	2,700	38%	
Charter	1,000	800	80%	
Interest Income	2,000	661	33%	Includes reimbursements received from 2014 services.
BGTMA (Net balance of West Berkeley Shuttle revenue)	26,000	65,538	252%	
City Contribution for Emery Go-Round Service	226,000	226,000	N/A	
Subtotal Non-PBID Revenues	336,799	347,392	103%	
Total Revenue	2,959,563	3,023,372	102%	
Expenditures	2015 Budget	Actual Costs to Date	% of Budget Expended	Notes
Direct Costs				
Bus Leases/Purchases	580,000	922,085	159%	Includes cash purchase of 3 vehicles (\$424K), plus current lease payments.
Maintenance	285,000	267,871	94%	
Operations Contract	1,510,500	1,405,138	93%	
Fuel	325,000	220,824	68%	Includes LED Signage for buses.
Communications	50,000	33,697	67%	
Miscellaneous Operating Costs	6,000	36,695	612%	
Subtotal Direct Costs	2,756,500	2,886,311	105%	
Indirect (Support) Costs				
Professional Services	375,000	293,416	78%	
Office Expenses	5,000	1,858	37%	
Occupancy	135,000	141,175	105%	
Marketing	12,400	4,801	39%	
Pilot Projects and Research	25,000	-	N/A	
TMA Insurance	8,000	4,318	54%	
Conferences, Conventions, Meetings, Dues & Subscriptions	1,000	2,570	257%	
Bus Yard - Site Development & Project Management	-	-	N/A	
Subtotal Indirect Costs	561,400	448,138	80%	
Contingency	-	-	N/A	
Subtotal Other Costs	-	-	N/A	
Total TMA Expenditures	3,317,900	3,334,449	100%	

2015 Revenue vs. Expenditures Balance*: (358,337) (311,077)

* Expenditures which exceed the annual revenue are paid out of the ETMA Cash Reserve.

WEST BERKELY SHUTTLE

4th Quarter Financials			
<u>Revenue</u> BGTMA - West Berkeley Shuttle Total Revenue - West Berkeley	2015 Budget	Actual Revenue Rec'd to Date	% of Revenue Received
	158,000	169,925	108%
	158,000	169,925	108%
<u>Expenditures</u> Shuttle Operations Professional Service Contracts Total Expenditures - West Berkeley	2015 Budget	Actual Costs to Date	% Expended
	120,000	93,116	78%
	12,000	11,271	94%
	132,000	104,387	79%

Balance26,00065,538Balance of revenue shown as ETMA revenue above.

City of Emeryville - 8 to Go Paratransit Services

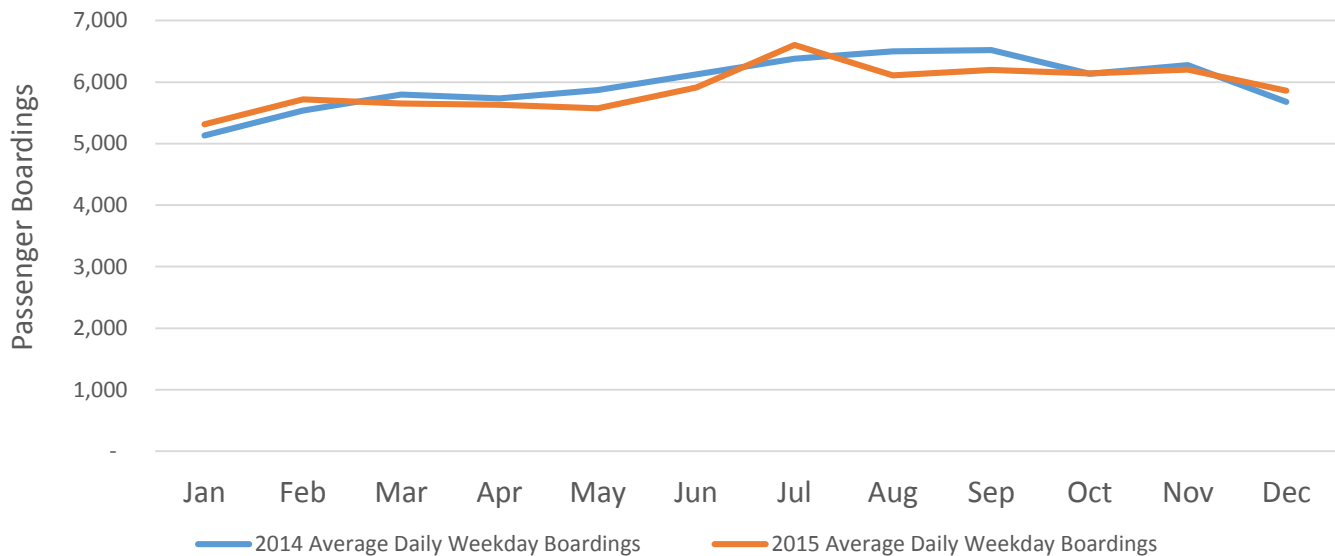
4th Quarter Financials			
<u>Revenue</u> City of Emeryville - 8 to Go Paratransit Total Revenue - City	2015 Budget	Actual Revenue Rec'd to Date	% of Revenue Received
	78,000	73,510	94%
	78,000	73,510	94%
<u>Expenditures</u> Shuttle Operations & Maintenance Fuel Communications Professional Service Contracts Total Expenditures - City	2015 Budget	Actual Costs to Date	% Expended
	67,950	71,597	105%
	5,500	2,794	51%
	550	256	46%
	4,000	4,722	118%
	78,000	79,368	102%

Balance0(5,858)

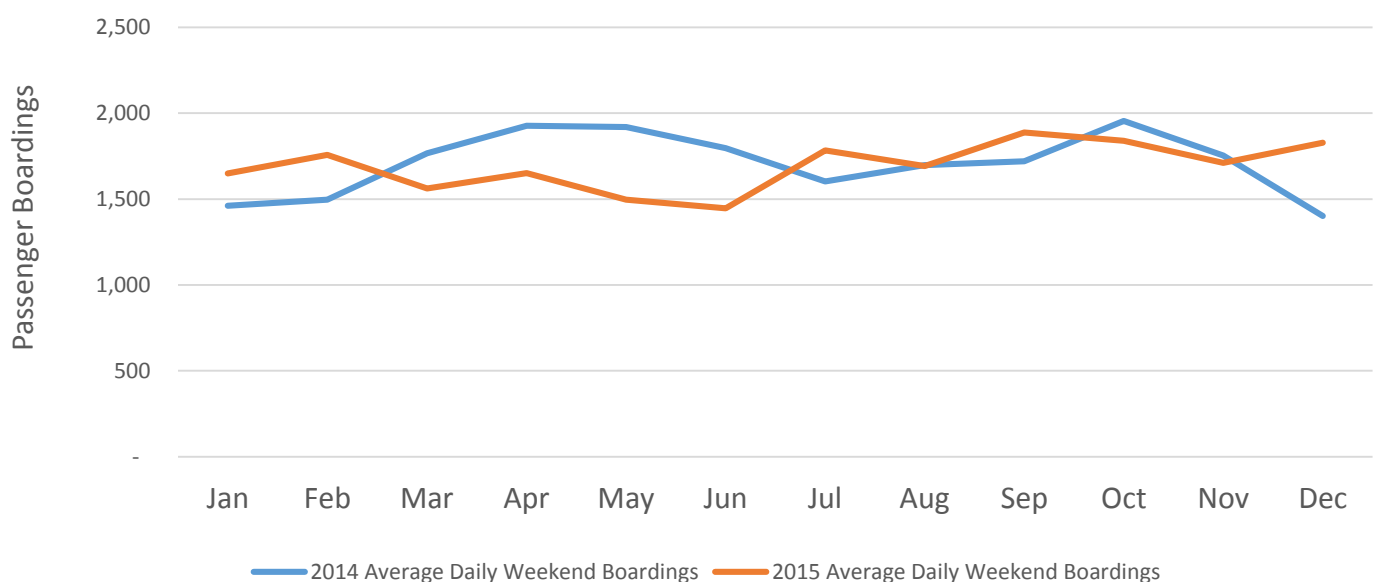
Total Annual Passenger Boardings:

	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Total
2015 Ridership	387,583	403,515	448,244	421,174	1,660,516
2014 Ridership	381,216	425,010	457,239	416,392	1,679,857

2014-2015 Average Daily Boardings Comparison WEEKDAY



2014-2015 Average Daily Boardings Comparison WEEKEND



Emeryville Transportation Mgt. Assoc.
Check register

Type	Date	Num	Name	Memo	Deposit	Check	Balance
Bank of America Savings							
Transfer	12/03/2015			Funds Transfer		200,000.00	300,084.24
Transfer	12/22/2015			Funds Transfer		100,000.00	200,084.24
Transfer	12/24/2015			Funds Transfer		150,000.00	50,084.24
Deposit	12/31/2015			Interest	6.44		50,090.68
Total Bank of America Savings					6.44	450,000.00	50,090.68
Bank of America Checking							
Check	12/01/2015	1063	MV Transportation Inc	October		3,000.00	-79,057.94
Check	12/01/2015	Epay	John Tounger, CPA			1,525.00	-80,582.94
Check	12/01/2015	e-pay	LBA RIV - Company XII, LLC	4770		4,429.59	-85,012.53
Check	12/01/2015	e-pay	LBA RIV - Company XII, LLC	4769		4,886.53	-89,899.06
Check	12/01/2015	Auto pay	Wells Fargo Equipment Finance			17,782.00	-107,681.06
Check	12/01/2015	Auto-pay	Wells Fargo Equipment Finance	Bus #7207 & #7208		12,393.00	-120,074.06
Check	12/01/2015	epay	ModSpace			672.75	-120,746.81
Check	12/01/2015	epay	AT&T-3761			58.77	-120,805.58
Check	12/01/2015		AT&T 129402070	ISP Acct# 129402070		52.00	-120,857.58
Check	12/01/2015	auto pay	Waste Management	063-4070140-2216-1		107.78	-120,965.36
Payment	12/01/2015		Expression College		900.00		-120,065.36
Transfer	12/03/2015			Funds Transfer	200,000.00		79,934.64
Check	12/09/2015	1064	MV Transportation Inc	October Services		150,278.40	-70,343.76
Check	12/09/2015		AT&T 3862	Phone 510-451-3862		75.87	-70,419.63
Check	12/16/2015	1065	Gray-Bowen-Scott	Sept Services Inv# 7817		20,508.85	-90,928.48
Check	12/16/2015	1066	AC Transit	Nov Fuel Cust #10565; Inv# ARO0000885		14,910.25	-105,838.73
Check	12/17/2015	Debit	Boston Market	Xmas party		451.81	-106,290.54
Check	12/22/2015	Debit card	LES-BAY AREA TOLL AUTHORITY	T1404421603-0001 Acct# 54931080		75.00	-106,365.54
Check	12/22/2015	1067	Gray-Bowen-Scott	Oct Services Inv# 7857		25,023.20	-131,388.74
Check	12/22/2015	1068	Gray-Bowen-Scott	Nov Services Inv#		21,687.02	-153,075.76
Check	12/22/2015	1069	Chela Janitorial Services Inc	December services inv# 15233		360.00	-153,435.76
Check	12/22/2015	1070	Hanson Bridgett Inc.	Legal services Inv# 1153673		216.00	-153,651.76
Transfer	12/22/2015			Funds Transfer	100,000.00		-53,651.76
Check	12/22/2015	epay	Sprint	Driver phones		621.48	-54,273.24
Transfer	12/24/2015			Funds Transfer	150,000.00		95,726.76
Check	12/30/2015	Auto pay	AT&T-3761			66.48	95,660.28
Check	12/31/2015	E-pay	ModSpace	Jan rent		670.11	94,990.17
Total Bank of America Checking					450,900.00	279,851.89	94,990.17
Bank of Marin Money Market							
Transfer	12/07/2015			Funds Transfer		30.00	342,930.35
Transfer	12/24/2015			Funds Transfer		100,000.00	242,930.35

**Emeryville Transportation Mgt. Assoc.
Check register**

Type	Date	Num	Name	Memo	Deposit	Check	Balance
Deposit	12/31/2015			Interest	12.12		242,942.47
Total Bank of Marin Money Market					12.12	100,030.00	242,942.47
Bank of Marin operating							
Transfer	12/07/2015			Funds Transfer	30.00		30.00
Transfer	12/24/2015			Funds Transfer	100,000.00		100,030.00
Check	12/31/2015			Service Charge		19.30	100,010.70
Total Bank of Marin operating					100,030.00	19.30	100,010.70
MMSummit Pre-PBID funds							138,392.16

Emeryville Transportation Mgt. Assoc.
Check register

	Type	Date	Num	Name	Memo	Deposit	Check	Balance
Bank of America Savings								675,066.07
	Transfer	11/10/2015			Funds Transfer		175,000.00	500,066.07
	Deposit	11/30/2015			Interest	18.17		500,084.24
Total Bank of America Savings						18.17	175,000.00	500,084.24
Bank of America Checking								
	Check	11/01/2015	Epay	John Tounger, CPA			1,525.00	120,089.09
	Check	11/01/2015	e-pay	LBA RIV - Company XII, LLC	4770		4,387.46	115,701.63
	Check	11/01/2015	e-pay	LBA RIV - Company XII, LLC	4769		4,886.53	110,815.10
	Check	11/01/2015	E-pay	ModSpace	Rent		672.75	110,142.35
	Check	11/01/2015	Auto pay	Wells Fargo Equipment Finance	Bus lease		17,782.00	92,360.35
	Check	11/01/2015	Auto-pay	Wells Fargo Equipment Finance	Bus #7207 & #7208		12,393.00	79,967.35
	Payment	11/04/2015		WAREHAM PROPERTIES	Next Service	900.00		80,867.35
	Check	11/05/2015		AT&T 129402070	ISP Acct# 129402070		52.00	80,815.35
	Check	11/06/2015	epay	AT&T 3862	Phone 510-451-3862		96.70	80,718.65
	Check	11/10/2015	1058	Chela Janitorial Services Inc	November services inv# 15131		360.00	80,358.65
	Check	11/10/2015	1059	Hanover Displays Inc	Inv# 343808 Order# SO001765		28,310.06	52,048.59
	Check	11/10/2015	1060	MV Transportation Inc	Sept Services		137,185.45	-85,136.86
	Transfer	11/10/2015			Funds Transfer	175,000.00		89,863.14
	Check	11/12/2015		Sprint	Driver phones		621.48	89,241.66
	Check	11/12/2015		EBMUD	Water		166.42	89,075.24
	Check	11/17/2015	1061	NextBus	Installation charges		2,717.53	86,357.71
	Check	11/17/2015	1062	AC Transit	Oct Fuel		18,959.66	67,398.05
	Check	11/24/2015		Waste Management	Garbage		107.78	67,290.27
	Check	11/30/2015	5017	ModSpace	Rent		670.11	66,620.16
Total Bank of America Checking						175,900.00	230,893.93	66,620.16
Bank of Marin Money Market								
	Transfer	11/04/2015			Transfer balance	31,467.30		342,960.18
	Check	11/17/2015	1				12.78	342,947.40
	Deposit	11/30/2015			Interest	12.95		342,960.35
Total Bank of Marin Money Market						31,480.25	12.78	342,960.35
Bank of Marin operating								
	Transfer	11/04/2015			Transfer balance		31,467.30	0.00
	Check	11/17/2015	1			12.78		12.78
	Check	11/30/2015			Service Charge		12.78	0.00
Total Bank of Marin operating						12.78	31,480.08	0.00
MMSummit Pre-PBID funds								138,372.41