

Members of the Board

Anthony J. Intintoli, Jr., Chair
Jeffrey DelBono
Timothy Donovan

BOARD OF DIRECTORS' MEETING

Thursday, June 19, 2014 at 1:00 p.m.

**San Francisco Bay Area
Water Emergency Transportation Authority
9 Pier, Suite 111; San Francisco**

The full agenda packet is available for download at www.watertransit.org.

AGENDA

1. CALL TO ORDER – BOARD CHAIR **Information**
2. ROLL CALL/PLEDGE OF ALLEGIANCE **Information**
3. REPORT OF BOARD CHAIR **Information**
4. REPORTS OF DIRECTORS **Information**
5. REPORTS OF STAFF **Information**
 - a. Executive Director's Report
 - b. Monthly Review of Financial Statements
 - c. Legislative Update
6. CONSENT CALENDAR **Action**
 - a. Minutes May 8, 2014
 - b. Approve Amendment to Agreement with the Association of Bay Area Governments for the Provision of Accounting Support Services
 - c. Approve Amendment to Agreement with Solano County Transit for the Provision of Bus and Ticketing Services
 - d. Approve Purchase of Commercial Insurance Policies
7. APPROVE AMENDMENT TO AGREEMENT WITH FAST FERRY MANAGEMENT, INC. FOR THE PROVISION OF MARINE SERVICES **Action**
8. APPROVE AMENDMENT TO AGREEMENT WITH NOSSAMAN LLP FOR THE PROVISION OF LEGAL SERVICES **Action**
9. APPROVE AMENDMENT TO AGREEMENT WITH NEMATODE MEDIA, LLC (DBA BAY CROSSINGS) FOR ADVERTISING IN BAY CROSSINGS AND OTHER SERVICES **Action**
10. ADOPT THE 2014 LEGISLATIVE PROGRAM **Action**
11. APPROVE AMENDMENT TO AGREEMENT WITH LINDSAY HART, LLP FOR THE PROVISION OF FEDERAL LEGISLATIVE REPRESENTATION **Action**
12. APPROVE AMENDMENT TO AGREEMENT WITH BROAD & GUSMAN, LLP FOR THE PROVISION OF STATE LEGISLATIVE REPRESENTATION **Action**

Water Emergency Transportation Authority
June 19, 2014 Meeting of the Board of Directors

13. AUTHORIZE RELEASE OF A REQUEST FOR QUALIFICATIONS FOR TECHNICAL AND CONSTRUCTION MANAGEMENT SERVICES FOR VALLEJO DREDGING PROJECT **Action**
14. SUMMARY OF EMERGENCY PREPAREDNESS AND RESPONSE ACTIVITIES **Information**
15. RECESS INTO CLOSED SESSION **Action**
a. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION **To Be Determined**
Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: (one case).
16. REPORT OF ACTIVITY IN CLOSED SESSION **Action**
Chair will report any action taken in closed session that is subject to reporting at this time. Action may be taken on matters discussed in closed session. **To Be Determined**
17. OPEN TIME FOR PUBLIC COMMENTS FOR NON-AGENDA ITEMS

ADJOURNMENT

This information will be made available in alternative formats upon request. To request an agenda in an alternative format, please contact the Board Secretary at least five (5) working days prior to the meeting to ensure availability.

PUBLIC COMMENTS The Water Emergency Transportation Authority welcomes comments from the public. Speakers' cards and a sign-up sheet are available. Please forward completed speaker cards and any reports/handouts to the Board Secretary.

Non-Agenda Items: A 15 minute period of public comment for non-agenda items will be held at the end of the meeting. Please indicate on your speaker card that you wish to speak on a non-agenda item. No action can be taken on any matter raised during the public comment period. Speakers will be allotted no more than three (3) minutes to speak and will be heard in the order of sign-up.

Agenda Items: Speakers on individual agenda items will be called in order of sign-up after the discussion of each agenda item and will be allotted no more than three (3) minutes to speak. You are encouraged to submit public comments in writing to be distributed to all Directors.

Water Emergency Transportation Authority (WETA) meetings are wheelchair accessible. Upon request WETA will provide written agenda materials in appropriate alternative formats to individuals with disabilities. Please send a written request to contactus@watertransit.org or call (415) 291-3377 at least five (5) days before the meeting.

Participation in a meeting may be available at one or more locations remote from the primary location of the meeting. See the header of this Agenda for possible teleconference locations. In such event, the teleconference location or locations will be fully accessible to members of the public. Members of the public who attend the meeting at a teleconference location will be able to hear the meeting and testify in accordance with applicable law and WETA policies.

Under Cal. Gov't. Code sec. 84308, Directors are reminded that they must disclose on the record of the proceeding any contributions received from any party or participant in the proceeding in the amount of more than \$250 within the preceding 12 months. Further, no Director shall make, participate in making, or in any way attempt to influence the decision in the proceeding if the Director has willfully or knowingly received a contribution in an amount of more than \$250 within the preceding 12 months from a party or such party's agent, or from any participant or his or her agent, provided, however, that the Director knows or has reason to know that the participant has a financial interest in the decision. For further information, Directors are referred to Government Code section 84308 and to applicable regulations.

MEMORANDUM

TO: WETA Board Members
FROM: Nina Rannells, Executive Director
DATE: June 19, 2014
RE: Executive Director's Report

PROJECT UPDATES

Ferry Terminal Refurbishment Projects – This effort includes gangway rehabilitation and minor terminal facility improvement projects that support the continued safe operation of East Bay ferry terminals (Clay Street Oakland Jack London Square, Alameda Main Street, and Harbor Bay) and includes a variety of work ranging from pier piling replacement to repairing walkways and awnings.

The Board of Directors awarded a contract to Manson Construction Co. on March 31 to undertake the majority of the project work, including construction of improvements at Clay Street and Harbor Bay. Staff has executed a contract with Manson Construction Co. and issued a Notice to Proceed with design and construction of the project.

Regional Passenger Float Construction – This project will construct a new regional spare float that can be utilized as a backup for the Vallejo terminal float as well as other terminal sites such as downtown San Francisco when the permanent terminal floats must undergo periodic dry-dock, inspection, and repair. This spare would support ongoing daily services and would be a valuable asset to have available for use in unplanned or emergency conditions. Ghirardelli Associates Inc. was selected as the project Construction Manager. The Request for Proposals for the project was released on February 28. Technical proposals were due on April 16. Price proposals were received on May 30.

Bay Breeze Vessel Refurbishment – The ferry vessel *Bay Breeze* has surpassed its economic mid-life. This project consists of converting the propulsion to a conventional propeller system, refurbishment of the passenger cabin, extensive hull work, major system renovation, and replacement of control systems and navigation electronics. In March 2013 the Board of Directors approved the contract award to Marine Group Boat Works. The *Bay Breeze* arrived at the Shipyard on April 18, 2013 and the project is near completion. Sea trials have been completed and the *Bay Breeze* returned to San Francisco on May 29. Final outfitting, crew training and U.S.C.G. inspections will occur before the *Bay Breeze* is placed back into service.

Vessel Replacement –The *Encinal* and *Harbor Bay Express II* are included in the FY 2013/14 Capital Budget for replacement as they have reached the end of their useful lives (generally 25 years) and staff has secured funding commitments for replacement vessels. In December 2013, the Board of Directors approved the contract award to Aurora Marine Design (AMD) for vessel construction management services. A kickoff meeting was held in January to establish project requirements. As part of the bid document development, AMD has met with major propulsion vendors to gain information to develop a database of powering options and emissions tier specifications. To ensure we are able to attract the greatest number of bidders, AMD is conducting surveys with relevant shipyards to determine which, if any, contract requirements are too restrictive which may prevent them from bidding on the projects.

Clipper Fare Media Implementation – Clipper is currently available as fare payment media for the Alameda/Oakland/South San Francisco, Alameda/Oakland/San Francisco, and Alameda Harbor Bay/San

Francisco routes. WETA is working with MTC to develop software programming and acquire equipment required to implement Clipper for the Vallejo ferry service. WETA is scheduled to complete Clipper site preparation activities at the Vallejo Ferry Terminal and North Bay Maintenance Facility in June 2014. Clipper should be available for the Vallejo ferry service by fall 2014.

In addition, staff is participating in a long-term strategic planning effort initiated by MTC and transit operators for the Clipper program. Items under consideration include potential changes to the contracting model and governance structure through which the current Clipper program is delivered. A regional recommendation is expected pending future discussions and development of the strategic plan.

North Bay Operations and Maintenance Facility – This project will construct a new ferry maintenance facility located at Building 165 on Mare Island in Vallejo in two phases. The landside phase includes site preparation and construction of a new fuel storage and delivery system along with warehouse and maintenance space. The waterside phase will construct a system of modular floats and piers, gangways, and over-the-water utilities. The existing ferry maintenance facility (Building 477) will be cleaned up as required prior to surrender to Lennar Mare Island, the property owner of the land portion of the project site.

The Board of Directors awarded the contract for the landside phase to West Bay Builders in summer 2013. The design/build team has submitted building permit materials to the City of Vallejo for review. The first building permit is anticipated to be issued in June 2014.

The NEPA environmental review work for the Navy waterside portion is underway on behalf of the Navy. The Navy must complete this documentation prior to entering into a lease with WETA to use the waterside portion of the site. In addition, staff is coordinating with various resource agencies for submittal of the mitigation plan for the waterside permits. The waterside construction Request for Proposals was released on February 28. Technical proposals were received on April 16. Price proposals were received on May 30. Contract award is anticipated to be agendized for Board action in July 2014.

Central Bay Operations and Maintenance Facility – This project will develop an operations and maintenance facility at Alameda Point to serve as the base for WETA's existing and future central bay ferry fleet. The proposed project would provide running maintenance services such as fueling, engine oil changes, concession supply, and light repair work for WETA vessels. The new facility will also serve as WETA's Operations Control Center for day-to-day management and oversight of service, crew, and facilities. In the event of a regional emergency, the facility would function as an Emergency Operations Center, serving passengers and sustaining water transit service for emergency response and recovery.

Staff is currently working to complete the BCDC and US Army Corps of Engineers permitting processes and 30% Plans, Specifications, and Engineering. Staff is also working with the City of Alameda to finalize terms of a lease agreement for the project site, which will be presented to the Board for consideration at an upcoming meeting. The U.S. Department of Transportation and Federal Department of Transportation announced award of \$3 million in the Passenger Ferry Grant Program funds to support project construction on June 2, 2014.

Richmond Ferry Service – This service will provide an alternative transportation link between Richmond and downtown San Francisco. The conceptual design includes plans for replacement of an existing facility (float and gangway) and a phased parking plan.

The CEQA Initial Study/Mitigated Negative Declaration (IS/MND) was released on May 6. The Initial Study identified potentially significant effects; however, the implementation of mitigation measures identified in the IS/MND would reduce potentially significant effects to less-than-significant levels. In accordance with CEQA and the CEQA Guidelines, a 30-day public and agency review period for the ISMND commenced on May 6 and concluded on June 4. Staff is also working with City of Richmond staff to develop a Memorandum of Understanding that defines project service levels and identifies capital and operating funding through a project funding plan.

Berkeley Ferry Service – This service will provide an alternative transportation link between Berkeley and downtown San Francisco. The environmental and conceptual design work includes plans for shared use of an existing City owned parking lot at the terminal site between ferry and local restaurant (H^s Lordships) patrons. City participation is required in order to move the project forward and reach agreement on a shared use concept. The project will require a conditional use permit reviewed by the City's Planning Commission, Zoning Adjustment Board, and City Council. Similar to Richmond, a Memorandum of Understanding defining the project and identifying funding sources will also be developed for adoption by the City Council and WETA Board.

The Final EIS/EIR was submitted to FTA review in early October 2012. The remaining activities include resolution of Section 7 consultation and Essential Fish Habitat Assessment with NOAA and NMFS. NOAA and NMFS will issue a Biological Opinion (BiOp) on the project. The BiOp is required prior to completion of the Final EIS/EIR.

Treasure Island Service – This project, which will be implemented by the Treasure Island Development Authority (TIDA), the Mayor's Office of Economic and Workforce Development and the prospective developer, will institute new ferry service to be operated by WETA between Treasure Island and downtown San Francisco in connection with the planned Treasure Island Development Project. The development agreement states that ferry operations would commence with the completion of the 50th residential unit. WETA staff is working cooperatively with City of San Francisco staff on this City-lead project.

Downtown San Francisco Ferry Terminal Expansion Project – This project will expand berthing capacity at the Downtown San Francisco Ferry Terminal in order to support new and existing ferry services to San Francisco as set forth in WETA's Implementation and Operations Plan. The proposed project would also include landside improvements needed to accommodate expected increases in ridership and to support emergency response capabilities if a catastrophic event occurs. Upon request from the FTA, this project has been included in the Federal Infrastructure Projects Permitting Dashboard, an initiative of the Federal Transit Administration to expedite federal permitting processes for nationally or regionally significant projects.

A Final EIS/EIR is scheduled for release this summer, pending further review by FTA. FTA has informed WETA that it will be combining its Record of Decision with issuance of the Final EIS/R, which will expedite approval of the project under the National Environmental Protection Act.

Hercules Environmental Review/Conceptual Design – The Hercules Intermodal Transportation Terminal will bring together multiple modes of travel at a strategic waterfront location adjacent to future development in Hercules. A ferry terminal is one component of the project, now considered in a later phase of implementation after the construction of parking and rail improvements. As planning and funding activities are underway for the Intermodal Transportation Center, the Contra Costa County Transportation Authority is also developing a Financial Feasibility of Contra Costa Ferry Service Report (White Paper) to assess the feasibility and priority of new ferry services considered in Contra Costa County.

Antioch, Martinez and Redwood City Ferry Service Projects – These projects require conceptual design, project feasibility, and environmental review for potential future ferry services to the cities of Antioch, Martinez, and Redwood City. Draft site feasibility reports have been prepared and distributed to the cities for review. The feasibility reports were prepared to identify site constraints and design requirements to better understand project feasibility and cost. Staff is working with the Contra Costa County Transportation Authority, as the county transportation planning and funding authority, on determining next steps for the Contra Costa ferry services under development.

Contra Costa County Ferry Subcommittee – Staff is working with the Contra Costa County Transportation Authority (CCTA) and representatives from the cities of Antioch, Martinez, Hercules and Richmond to study implementation of ferry expansion services in Contra Costa County. A White Paper

evaluating the financial feasibility of candidate Contra Costa County ferry services was recently completed in draft form. Results of this study will inform stakeholders on specific site and service details for discussion and development of a countywide approach to developing services and funding support. The subcommittee met in April 2014 to review the paper's final findings and discuss next steps for releasing the paper to the CCTA Board and general public. CCTA is leading this effort and it is anticipated that the CCTA Board will consider the findings of the White Paper at their meeting on June 18, 2014.

Alameda Terminal Access Plans – Both ferry terminals in Alameda have experienced a surge in ridership beginning with the first BART strike in July 2013. As a result, parking at both terminals typically spills onto adjacent streets and informal parking lots. WETA will partner with the City of Alameda staff to prepare plans to address the immediate issue and identify long term solutions. Staff has secured the consultant services of Nelson Nygaard through its on-call planning agreement with KPFF, Inc. to support the project.

After hosting a pair of public workshops in March, staff and the consultant team have been developing and analyzing potential access improvement concepts suggested by riders and other stakeholders. Staff has been invited to attend the Alameda Transportation Commission meeting in late July to discuss the study and the ferry service in general. The next steps in the study are to engage the City of Alameda, which has jurisdiction over streets and neighboring city-owned parcels. Another round of public workshops will be scheduled for late June.

Alameda Seaplane Lagoon - The City of Alameda recently adopted environmental documents together with general plan and zoning amendments, the result of a two-year effort to prepare the former naval base now known as "Alameda Point" for development.

The transition agreement between the City and WETA states that staff from the City and WETA "shall in good faith work with each other and the Seaplane Lagoon master developer or other developer(s)...to explore the viability of Bifurcated Services". The term "bifurcated services" refers to the possibility that Oakland and West Alameda will be served by separate vessels and crews, as opposed to today's arrangement where the sites are served by a single vessel making two stops before heading to/from San Francisco.

Staff requested on-call consultants currently under contract with WETA to develop work scopes and cost estimates to conduct two studies: a sketch-level design sufficient to develop order of magnitude costs and an operational study to analyze the costs and service implications of an additional terminal or a replacement terminal in the central bay at Seaplane Lagoon. City of Alameda staff has reviewed the proposals for these two efforts and their comments have been incorporated into the final work scopes. The next step is to schedule a meeting among staff at the cities of Alameda and Oakland to discuss funding the studies and a process to conduct the analyses.

Fare Policy Study – The purpose of this study is to review WETA's fare schedule and policy and evaluate options for adopting a multi-year fare program. The study will consider modifications that would promote greater consistency among fare categories, fare products, and discount pricing available on WETA services. Additionally, the fare program will propose a mechanism by which future changes to WETA fares are made. WETA has enlisted CH2M Hill through its on-call planning agreement with Jacobs Engineering to provide consultant services to support the project.

Last month, the Board authorized staff to initiate public outreach efforts to solicit public comments on a proposed Fare Program for FY 2015-2020. A detailed description of the proposed program has been provided on the San Francisco Bay Ferry website and is available in multiple languages. To facilitate public comments, staff recently hosted informational meetings in Oakland, Vallejo, Alameda, and San Francisco to discuss details of the proposal. Notices for the meetings and instructions for providing comments by email or mail were posted at ferry terminals and onboard vessels, and also provided to riders through email and social media outlets. Riders will have an additional opportunity to provide formal comments on the proposed Fare Program during a Public Hearing that is tentatively scheduled for August

2014. Adoption of a final proposed Fare Program would be subject to subsequent approval by the WETA Board.

Electronic Bicycle Locker Program – This project would expand the availability of secure bicycle parking throughout the WETA system to promote bicycle access to ferry terminals and potentially reduce bicycle congestion on-board ferry vessels. WETA currently provides electronic bicycle lockers at its South San Francisco and Harbor Bay ferry terminals and intends to provide similar lockers at each of its origin terminals. In November 2013, WETA submitted a grant application to the Bay Area Air Quality Management District (BAAQMD) for funding through the Transportation Fund for Clean Air program to provide electronic bicycle lockers at the Alameda Main Street and Vallejo ferry terminals. The BAAQMD closed its application process on February 10 and is reviewing applications.

UPDATE ON RELEVANT PROJECTS IMPLEMENTED BY OTHER AGENCIES

Warriors Arena/Mission Bay Ferry Terminal – The Golden State Warriors basketball team has identified a preferred arena site at the foot of 16th Street in the Mission Bay neighborhood of San Francisco. A Mission Bay ferry terminal has been identified in both WETA and City of San Francisco planning documents as a potential future infrastructure investment. WETA staff will continue to coordinate with the Warriors, the Port of San Francisco, and the City of San Francisco along with other relevant stakeholders to integrate the development of the project with existing and/or future WETA ferry services to San Francisco as opportunities present themselves.

Vallejo Station – Vallejo Station is a compact, transit-oriented mixed-use project in the City of Vallejo that includes two major transit elements – a bus transfer facility that consolidates local, regional, and commuter bus services and a 1,200 space parking garage for ferry patrons and the general public. The first phase of the Vallejo Station Parking Structure, which included a 750 space paid parking structure, was opened in October 2012. Construction of Phase 2 of this facility is dependent upon the City securing funding and the relocation of the U.S. Post Office.

OUTREACH, PUBLIC INFORMATION, AND MARKETING EFFORTS

On May 9, Nina Rannells attended a MARAD briefing of FEMA's catastrophic earthquake planning team, along with staff from the Port of San Francisco, onboard MARAD's MV Cape Hudson docked at Pier 50 in San Francisco. The purpose of this meeting was to allow the planning team to become familiar with the capabilities, limitations and operational employment considerations for this class of MARAD ship and discuss how it might be used to help support earthquake recovery activities.

On May 13, Nina Rannells attended the Bay Area Council's 2014 Outlook 2014 Conference: *Ahead of the Curve* which included discussions regarding new developments and issues related to business, technology, transportation and housing in the San Francisco Bay Area.

On May 15, WETA hosted the North Bay Operations and Maintenance Facility Project groundbreaking at the project site on Mare Island. This well-attended event featured special guest speakers Congressman Mike Thompson, Solano Supervisor Jim Spering and Vallejo Mayor Osby Davis who are all supporters of this important WETA project.

On May 21, Nina Rannells, Keith Stahnke and Kevin Connolly met with representatives from Wind+Wing Technologies, Inc., to learn more about their computerized wing and wind-assisted demonstration vessel designed to utilize wind power to help reduce vessel fuel consumption and emissions.

On May 21, Chad Mason provided a presentation at the Good Morning Vallejo event on the North Bay Operations and Maintenance Facility project. The event was sponsored by the Vallejo Chamber of Commerce Economic Development Committee and was focused on "The Spirit of Mare Island."

On May 28, Nina Rannells and Lauren Gularte attended the California Transit Association's spring legislative conference in Sacramento.

Staff hosted public outreach meetings in Oakland (May 28), Vallejo (May 29), Alameda (June 3), and San Francisco (June 4) to discuss and solicit public comments on the proposed WETA Fare Program.

OPERATIONS REPORT

Service enhancements for the AOSF and Vallejo lines were introduced on April 28. The new 8:45 a.m. ferry trip from Vallejo has attracted on average of 86 riders per weekday and appears to have alleviated crowding on both the 7:45 and 10:00 a.m. departures. For Alameda/Oakland, ridership during the peak periods has increased on average 11 percent, with 133 more riders on an average weekday taking the ferry. Crowding on both a.m. and p.m. peak trips has also been reduced. The Monthly Operating Statistics Report for April and May 2014 are provided as Attachment 1.

OTHER

AB 935 (Frazier) – This two-year bill would amend Section 66540.12 of the Government Code relating to the terms of the San Francisco Bay Area Water Emergency Transportation Authority Board of Directors. This bill was amended on June 9, 2014, to be used for another purpose.

Attachment 1

Monthly Operating Statistics Report April 2014

			Alameda/ Oakland	Harbor Bay	South San Francisco	Vallejo*	Systemwide	
Ridership	vs. last month	Total Passengers April 2014	64,914	21,227	7,359	70,158	163,658	
		Total Passengers March 2014	53,439	20,290	6,955	60,653	141,337	
		Percent change	21.47%	4.62%	5.81%	15.67%	15.79%	
	vs. same month last year	Total Passengers April 2014	64,914	21,227	7,359	70,158	163,658	
		Total Passengers April 2013	49,839	18,182	3,562	53,729	125,312	
		Percent change	30.25%	16.75%	106.60%	30.58%	30.60%	
	vs. prior FY to date	Total Passengers Current FY To Date	658,189	206,251	68,777	669,005	1,602,222	
		Total Passengers Last FY To Date	475,496	167,056	30,692	568,381	1,241,625	
		Percent change	38.42%	23.46%	124.09%	17.70%	29.04%	
			Avg Weekday Ridership April 2014	2,355	965	335	2,499	6,154
			Passengers Per Hour	159	161	53	124	132
	Ops Stats		Revenue Hours	408	132	140	564	1,244
		Revenue Miles	4,749	2,976	2,231	15,391	25,347	
Fuel		Fuel Used (gallons)	37,427	12,729	18,916	120,253	189,325	
		Avg Cost per gallon	\$3.38	\$3.38	\$3.38	\$3.36	\$3.38	

* Vallejo ridership includes ferry + 5012 Route 200 bus passengers.

Attachment 1

Monthly Operating Statistics Report May 2014

		Alameda/ Oakland	Harbor Bay	South San Francisco	Vallejo*	Systemwide	
Ridership	vs. last month	Total Passengers May 2014	79,392	19,977	7,581	76,555	183,505
		Total Passengers April 2014	64,914	21,227	7,359	70,158	163,658
		Percent change	22.30%	-5.89%	3.02%	9.12%	12.13%
	vs. same month last year	Total Passengers May 2014	79,392	19,977	7,581	76,555	183,505
		Total Passengers May 2013	64,718	18,553	4,696	68,053	156,020
		Percent change	22.67%	7.68%	61.44%	12.49%	17.62%
	vs. prior FY to date	Total Passengers Current FY To Date	737,581	226,228	76,358	745,560	1,785,727
		Total Passengers Last FY To Date	540,214	185,609	35,388	641,380	1,402,591
		Percent change	36.53%	21.88%	115.77%	16.24%	27.32%
		Avg Weekday Ridership May 2014	2,515	951	361	2,764	6,591
		Passengers Per Hour	171	159	54	115	131
	Ops Stats	Revenue Hours	464	126	140	668	1,398
Revenue Miles		5,942	2,841	2,140	18,041	28,964	
Fuel	Fuel Used (gallons)	37,661	9,980	14,269	141,265	203,175	
	Avg Cost per gallon	\$3.38	\$3.38	\$3.38	\$3.36	\$3.38	

* Vallejo ridership includes ferry + 3585 Route 200 bus passengers.

MEMORANDUM

TO: Board Members

**FROM: Nina Rannells, Executive Director
Lynne Yu, Manager, Finance & Grants**

**SUBJECT: Monthly Review of FY 2013/14 Financial Statements for Eleven Months
Ending May 31, 2014**

Recommendation

There is no recommendation associated with this informational item.

Summary

This report provides the attached FY 2013/14 Financial Statements for eleven months ending May 31, 2014.

Operating Budget vs. Actual

	Prior Actual	Current Budget	Current Actual
Revenues - Year To Date:			
Fare Revenue	9,354,519	9,689,900	11,764,462
Local Bridge Toll Revenue	14,205,006	18,517,125	13,117,141
Other Revenue	1,853	1,837	3,797
Total Operating Revenues	23,561,378	28,208,862	24,885,400
Expenses - Year To Date:			
Planning & Administration	1,863,125	2,750,000	1,885,555
Ferry Services	21,698,253	25,458,862	22,999,844
Total Operatings Expenses	23,561,378	28,208,862	24,885,400
System-Wide Farebox Recovery %	43%	38%	51%

Capital Actual and % of Total Budget

	YTD Actual	% of FY 2013/14 Budget
Revenues:		
Federal Funds	3,116,050	18.70%
State Funds	3,621,882	20.97%
Bridge Toll Revenues	241,281	10.54%
Local Funds	585,899	53.67%
Total Capital Revenues	7,565,112	20.27%
Expenses:		
Total Capital Expenses	7,565,112	20.27%

Fiscal Impact

There is no fiscal impact associated with this informational item.

END

San Francisco Bay Area Water Emergency Transportation Authority
FY 2013/14 Statement of Revenues and Expenses
For Eleven Months Ending 5/31/2014

% of Year Elapsed 91.8%

	Current Month	Prior Year Actual	2013/14 Budget	2013/14 Actual	% of Budget
OPERATING EXPENSES					
<u>PLANNING & GENERAL ADMIN:</u>					
Wages and Fringe Benefits	98,202	1,233,170	1,411,000	1,054,439	74.7%
Services	47,411	1,229,092	1,515,000	632,770	41.8%
Materials and Supplies	10,396	55,678	111,000	33,492	30.2%
Utilities	1,662	13,147	18,000	11,646	64.7%
Insurance	-	(6,303)	35,000	16,370	46.8%
Miscellaneous	3,242	131,781	138,000	72,784	52.7%
Leases and Rentals	23,134	271,224	303,000	249,449	82.3%
Admin Overhead Expense Transfer	(13,732)	(317,561)	(531,000)	(185,395)	34.9%
Sub-Total Planning & Gen Admin	170,315	2,610,227	3,000,000	1,885,555	62.9%
<u>FERRY OPERATIONS:</u>					
<u>Harbor Bay FerryService</u>					
Purchased Transportation	93,688	1,256,002	1,287,600	1,351,809	105.0%
Fuel - Diesel & Urea	33,774	453,284	553,000	438,609	79.3%
Other Direct Operating Expenses	29,019	345,404	633,900	319,103	50.3%
Admin Overhead Expense Transfer	3,162	40,632	116,000	41,827	36.1%
Sub-Total Harbor Bay	159,642	2,095,322	2,590,500	2,151,348	83.0%
<u>Alameda/Oakland Ferry Service</u>					
Purchased Transportation	367,266	3,893,337	3,888,600	3,942,932	101.4%
Fuel - Diesel & Urea	127,445	1,231,916	1,522,000	1,217,725	80.0%
Other Direct Operating Expenses	48,648	485,883	1,084,800	663,890	61.2%
Admin Overhead Expense Transfer	4,879	85,936	244,000	69,821	28.6%
Sub-Total Alameda/Oakland	548,238	5,697,073	6,739,400	5,894,368	87.5%
<u>Vallejo FerryService</u>					
Purchased Transportation	656,688	7,299,002	7,322,000	6,529,841	89.2%
Fuel - Diesel & Urea	475,274	4,691,631	5,996,800	4,489,577	74.9%
Other Direct Operating Expenses	104,873	1,258,182	1,486,300	1,026,829	69.1%
Admin Overhead Expense Transfer	2,529	140,841	60,000	31,892	53.2%
Sub-Total Vallejo	1,239,364	13,389,657	14,865,100	12,078,139	81.3%
<u>South San Francisco FerryService</u>					
Purchased Transportation	135,866	1,736,283	2,132,700	1,901,990	89.2%
Fuel - Diesel & Urea	48,287	550,910	708,600	591,886	83.5%
Other Direct Operating Expenses	30,076	293,560	626,000	340,258	54.4%
Admin Overhead Expense Transfer	3,162	50,151	111,000	41,855	37.7%
Sub-Total South San Francisco	217,391	2,630,903	3,578,300	2,875,989	80.4%
Total Operating Expenses	2,334,950	26,423,183	30,773,300	24,885,400	80.9%
Total Capital Expenses	938,437	9,189,750	37,315,251	7,565,112	20.3%
Total Expenses	3,273,387	35,612,933	68,088,551	32,450,512	47.7%
OPERATING REVENUES					
Fare Revenue	1,101,136	10,501,990	10,570,800	11,764,462	111.3%
Local - Bridge Toll	1,233,614	15,918,882	20,200,500	13,117,141	64.9%
Local - Other Revenue	200	2,310	2,000	3,797	189.8%
Total Operating Revenues	2,334,950	26,423,183	30,773,300	24,885,400	80.9%
Total Capital Revenues	938,437	9,189,750	37,315,251	7,565,112	20.3%
Total Revenues	3,273,387	35,612,933	68,088,551	32,450,512	47.7%

San Francisco Bay Area Water Emergency Transportation Authority
FY 2013/14 Statement of Capital Programs and Expenditures
For Eleven Months Ending 5/31/2014

Project Description	Current Month	Project Budget	Prior Year Actual	2013/14 Budget	2013/14 Actual	Future Year	% of Total Project Budget
CAPITAL EXPENSES							
<u>FACILITIES:</u>							
Maintenance and Operations Facilities							
North Bay Ops & Maint. Facility	272,829	25,500,000	1,128,552	13,601,448	2,788,262	10,770,000	15%
Central Bay Ops & Maint. Facility	164,715	4,952,500	907,554	4,044,946	652,973	-	32%
Gangway, Pier & Float Rehabilitation							
Regional Spare Float Replacement	2,470	3,300,000	7,313	2,500,687	48,016	792,000	2%
East Bay Ferry Terminal Refurbishment	9,559	2,595,400	5,725	2,589,675	181,976	-	7%
Terminal Improvement							
Terminal Facility Improve - Alameda Terminals	-	250,000	55,463	194,537	9,233	-	26%
Clipper Site Preparation - Vallejo	3,317	300,000	-	300,000	80,600	-	27%
<u>FERRY VESSELS:</u>							
Major Component Rehab/Replace							
Vessel Engine Overhaul - Scorpio & Taurus	-	660,000	-	660,000	-	-	0%
Vessel Engine Overhaul - Solano	-	2,000,000	-	2,000,000	688,722	-	34%
Major Component Rehab - Gemini & Pisces	-	300,000	-	300,000	-	-	0%
Communications Equipment	-	182,000	43,143	138,857	-	-	24%
Vessel Mid-Life Repower/Refurbishment							
Vessel Mid-Life Refurbishment - Bay Breeze	402,628	5,015,000	1,685,427	3,329,573	2,735,713	-	88%
Vessel Mid-Life Refurbishment - Peralta	-	5,260,000	-	5,260,000	-	-	0%
Vessel Expansion/Replacement							
Purchase Replacement Vessel - Express II	14,261	15,000,000	-	25,000	14,761	14,975,000	0.1%
Purchase Replacement Vessel - Encinal	14,261	18,500,000	-	25,000	19,350	18,475,000	0.1%
<u>CAPITAL EQUIPMENT / OTHER:</u>							
Purchase 18-Tone Crane Truck	-	75,000	-	75,000	-	-	0%
Integration of Real-Time Transit Information	-	54,000	-	54,000	-	-	0%
<u>SERVICE EXPANSION:</u>							
Future Expansion Service Studies							
Berkeley Terminal - Environ/Concept Design	1,494	2,335,000	2,164,490	170,510	17,936	(0)	93%
Antioch - Environ/Concept Design	945	812,500	134,800	102,300	10,348	575,400	18%
Martinez - Environ/Concept Design	-	812,500	164,200	71,300	694	577,000	20%
S.F. Berthing Expansion - Environ/Concept Design	28,752	3,300,000	2,338,977	961,023	233,389	-	78%
Terminal/Berthing Expansion Construction							
SSF Terminal Oyster Mitigation Study	2,040	275,000	77,675	50,325	5,060	147,000	30%
Richmond Ferry Terminal	21,167	1,862,500	476,430	861,070	78,080	525,000	30%
Total Capital Expenses	938,437	93,341,400	9,189,750	37,315,251	7,565,112	46,836,400	
CAPITAL REVENUES							
Federal Funds	366,134	36,486,920	3,165,828	16,659,624	3,116,050	16,690,062	17%
State Funds	483,695	47,379,800	3,631,199	17,274,241	3,621,882	26,451,338	15%
Local - Bridge Toll	6,833	7,995,524	2,120,305	2,289,679	241,281	3,695,000	30%
Local - Alameda Sales Tax Measure B	81,775	1,241,256	229,090	897,171	576,666	-	65%
Local - Property Tax and Assessments	-	237,900	43,328	194,537	9,233	-	22%
Total Capital Revenues	938,437	93,341,400	9,189,750	37,315,251	7,565,112	46,836,400	

MEMORANDUM

TO: Board Members

**FROM: Peter Friedmann, WETA Federal Legislative Representative
Ray Bucheger, WETA Federal Legislative Representative**

SUBJECT: WETA Federal Legislative Board Report – June 12, 2014

Good News First! \$3,000,000 for WETA!

On May 27, DOT and Federal Transit Administration awarded WETA \$3,000,000 – 100% of what WETA requested – to support the construction of the Central Bay Operations and Maintenance Facility. The pot of money available for ALL ferry systems nationwide was very small, so the competition was fierce. The campaign to achieve success was broad and deep. For example, the entire Bay Area Congressional Delegation was mobilized and wrote two letters to FTA and DOT while Ray and I continuously ‘encouraged’ Members to make personal phone calls to the Secretary of DOT and Administrator of FTA over a 9 month period. (Note: we drafted letters for the WETA Board to send to each Member of the Delegation who went to bat for this grant – those letters were delivered to Capitol Hill this week.) The San Francisco Master, Mates & Pilots leadership made visits on Capitol Hill and with the Deputy Secretary of Transportation in support of WETA’s application. Secretary of DOT Anthony Foxx was given a ride on a WETA boat, escorted by Alameda Mayor Gilmore, Board members Del Bono and Bellows, and Nina Rannells to inspect the site of the Central Bay Facility. A similar trip was organized by Nina and WETA staff for Acting Administrator of FTA, Therese MacMillan, which also played a role in winning this grant.

It’s Not Always Gridlock

Congressional “gridlock” is preventing a lot of legislation from moving forward, but not major transportation infrastructure bills which are of great importance to San Francisco ferries. House and Senate, Republicans and Democrats, have passed the Water Resources Reform and Development Act (WRRDA) which establishes a mechanism to assure sufficient funding for the Corps of Engineers to do its work – primarily dredging navigation channels, including the channels serving the Ports of Oakland, Redwood City, Richmond, Sacramento, San Francisco, San Leandro, and Stockton – President Obama signed WRRDA into law this week.

How to Pay for Continuing Federal Highway and Transit Programs?

Next up is the MAP-21 reauthorization, the odd name for the bill which authorizes and pays for highways, bridges, and transit programs, including federal ferry programs. *There is a lot at stake for WETA: We have been able to access over \$31 million for WETA in the past 3 versions of the Transportation bills.*

Congresspersons, Senators, the President, and his Cabinet have been touting the importance of building new transportation infrastructure (highways and transit) as well as repairing existing infrastructure but that is the easy part. The challenge is coming up with the money to pay for it since the federal gasoline tax generates insufficient (and declining) revenue.

Virtually all advocates for more transportation/transit infrastructure spending have been silent on how to pay for it. Who will step forward to advocate for an increase in the federal gasoline tax, or some other new revenue source (and in an election year)? Funding will run out in September, so they need to find something.

How was funding found two years ago when Congress passed the last MAP-21? Frankly, even some of the Senators on the Committee which wrote MAP-21 admit it was “hocus pocus.” Projected future Federal contributions to the Federal Pension Guarantee Fund in years 2016- 2020 were somehow deemed to be

accelerated and “reallocated” to pay for highway and transit in the years 2012 – 2014. If this sounds like “smoke and mirrors”, it is. The alternative is to come up with real revenue from new user fees or taxes such as increased gasoline tax - which is a non-starter in an election year. It should be interesting to see what kind of rabbit the Chairman of the Senate Finance Committee will pull out of his hat to pay for the extension of current transportation programs before it runs out of money at the end of September. We are told that DOT will have to tell states to shut down transportation projects sometime in late August or early September if a new funding source is not found by then. So the pressure is on – Congressional leaders are currently working on a short-term extension to keep the money flowing at least through the election.

Good Things in Proposed MAP-21

Presuming funding will be found, the Senate Environment and Public Works (EPW) Committee (Chaired by Senator Boxer) has already set forth its bi-partisan plan for the reauthorization of MAP-21. We see some great opportunities for ferries generally, and WETA, specifically.

Ferry Boat Formula Grant Program

The Senate EPW proposed MAP-21 reauthorization includes a new formula that increases the significance given to passengers (reducing the weight for route miles and vehicles) which benefits WETA as a passenger-only system. It would increase the annual grant amount to WETA to approximately \$800,000, which would increase in future years as WETA passenger numbers increase. Of course, advocates for other systems may contest this proposal as the bill proceeds through the legislative process. WETA is aligned with Washington State and NYC (Staten Island) to support the newly proposed EPW formula.

FTA Ferry Boat Discretionary Grant Program

We are working in concert with NYC (Staten Island), NJ, and Washington State ferries to increase funding and convert this to a passenger-only formula distribution. Currently, only \$30 million (annually) is available nationally in this program. There is so much competition from ferry systems around the country that no system can count on more than a modest grant once in a while. We are seeking to increase this to \$50 or \$60 million. We (WETA) are seeking a distribution of a set amount to all systems with over a million passengers annually (there are currently 10 such systems nationwide). The balance (perhaps as much as \$40 million) would be distributed by formula, based only on number of passengers. Depending on the specifics in whatever bill finally emerges, WETA could gain \$1.5 up to \$3 million annually under this proposal, at the outset, and more as the WETA passenger count increases.

Congressional Relations

Ray and I continue to build the relationship with Members of Congress who are in a position to advocate effectively for the legislative proposals that would benefit WETA (as described above), as well as for specific grants (such as the Central Bay Operations and Maintenance facility award). Recently we coordinated with WETA staff to gain Rep. Mike Thompson’s participation in the Vallejo ceremony. We are working with Senator Feinstein’s office and Senator Murray on the substance of the legislation above and are working to get Senator Feinstein and Senator Boxer on a WETA boat later this year.

END

SAN FRANCISCO BAY AREA WATER EMERGENCY TRANSPORTATION AUTHORITY
MINUTES OF THE BOARD OF DIRECTORS MEETING

(May 8, 2014)

The Board of Directors of the San Francisco Bay Area Water Emergency Transportation Authority met in regular session at the WETA offices at Pier 9, Suite 111, San Francisco, CA.

1. ROLL CALL AND CALL TO ORDER

Acting Chair Anthony Intintoli called the meeting to order at 1:00 p.m. Other directors present were Director Jeffrey DelBono and Director Timothy Donovan. Director DelBono led the pledge of allegiance.

2. URGENCY ITEM: ELECTION OF INTERIM CHAIR

WETA legal representative Stanley Taylor of Nossaman LLP suggested that as there had been no indication from the Governor's office that appointments were forthcoming in the near term that the Board elect an interim Chair.

Director DelBono made a motion to add the election of an interim chair to the agenda. Director Donovan seconded the motion and the item carried unanimously.

Yeas: DelBono, Donovan, Intintoli. Nays: None.

Director DelBono then nominated Director Intintoli as interim Chair. Director Donovan seconded the nomination. Nominations were closed and Director Intintoli was unanimously elected as interim Chair of the WETA Board of Directors.

Yeas: DelBono, Donovan, Intintoli. Nays: None.

3. REPORT OF BOARD CHAIR

No report.

4. REPORT OF DIRECTORS

No report.

5. REPORTS OF STAFF

Executive Director Nina Rannells referred the Board to her written report, specifically noting the North Bay Operations and Maintenance Facility groundbreaking scheduled for Thursday, May 15.

Ms. Rannells also referred the Board to the Federal Legislative Report, noting that WETA federal legislative representatives Peter Friedmann and Ray Bucheger were now engaging representatives regarding FTA funding for ferry systems following President Obama's recent introduction of the Grow America transportation bill.

6. CONSENT CALENDAR

Director Donovan made a motion to approve the consent calendar which included:

- 1) The Board of Directors meeting minutes of March 31, 2014
 - 2) Overview of FY 2013/14 Financial Audit Scope and Process
 - 3) Authorize Filing Applications with the Metropolitan Transportation Commission for FY 2014/15 Regional Measure 1 and Regional Measure 2 Operating and Capital Funds
-

Chair Intintoli asked if it was correct that unused RM1 operating funds could be held over to the next fiscal year or if they would be lost if not used. Ms. Rannells said that the former was correct, and that as RM2 funds expired, they were always used first.

Director DelBono seconded the motion and the consent calendar carried unanimously.

Yeas: DelBono, Donovan, Intintoli. Nays: None.

7. AMENDMENT TO AGREEMENT WITH ATKINS FOR ENVIRONMENTAL REVIEW SERVICES FOR THE RICHMOND FERRY TERMINAL PROJECT

Manager of Planning and Development Kevin Connolly presented this item requesting Board approval of Amendment No. 2 to Agreement 08-005 with Atkins authorizing additional funds in the amount of \$100,000 for environmental review services for the Richmond Ferry Terminal Project, to extend the contract term to December 31, 2015 and to authorize the Executive Director to negotiate and execute the amendment.

Chair Intintoli asked if the original budget had been depleted. Mr. Connolly said that it had. Director Donovan asked if Mr. Connolly was confident that the work could be completed under this amendment and on time. Mr. Connolly said that he was.

Director Donovan made a motion to approve the item. Director DelBono seconded the motion and the item carried unanimously.

Yeas: DelBono, Donovan, Intintoli. Nays: None.

8. AUTHORIZE RELEASE OF A REQUEST FOR PROPOSALS FOR ALAMEDA MAIN STREET FERRY TERMINAL WALKWAYS AND RAMPS

Ms. Rannells presented this item requesting that the Board authorize the release of a Request for Proposals for Alameda Main Street Ferry Terminal Walkways and Ramps.

Ms. Rannells noted that this work had been needed before the Alameda service had transitioned to WETA. She noted that the facility had been minimally maintained under the City of Alameda and subject to the stress of a marine environment and that this work was required for continued operations. She added that WETA would strive for minimal impact to customers during the course of the work.

Director DelBono asked what the total cost would be. Ms. Rannells said she anticipated WETA's cost to be \$432,000, noting that Bay Ship & Yacht (Bay Ship) would be covering the cost of the relocation of the float. Director Donovan asked if this meant the walkways and ramps would be built and delivered to the site and that Bay Ship would install them. Mr. Rannells said that was correct and that the new facility would be an improvement and include double loading ramps as well.

Director Donovan asked what Bay Ship's cost would be. Ms. Rannells said she would bring that information back to the Board, noting that Bay Ship would be funding the relocation as the need to relocate was a result of their new dry dock placement. Director DelBono asked if they would be doing the work in-house or using a sub-contractor, as using a sub-contractor may require use of a project labor agreement.

Public Comment

Veronica Sanchez of Masters, Mates & Pilots said that if any work related to pilings was required that she wanted to make sure that local tugs were used.

Public Comment

Sherry McCoy of City of Hercules and WCCTAC asked about independent oversight and WETA's liability on the project. Ms. Rannells replied that Ben C. Gerwick, Inc. would be providing oversight.

Director DelBono made a motion to approve the item. Director Donovan seconded the motion and the item carried unanimously.

Yeas: DelBono, Donovan, Intintoli. Nays: None.

9. APPROVE AMENDMENT TO THE AGREEMENT WITH BEN C. GERWICK, INC. FOR CONSTRUCTION MANAGEMENT SERVICES FOR THE EAST BAY FERRY TERMINAL REFURBISHMENT PROJECT

Ms. Rannells presented this item requesting Board approval of Amendment No. 1 to Agreement 13-002 with Ben C. Gerwick, Inc. (Gerwick) to increase the contract amount from \$159,000 to \$285,000 and authorize a project budget increase in the FY 2013/14 Capital Budget in the amount of \$126,000. She noted that along with the oversight of the Alameda relocation noted in the previous item that ADA improvements needed to be added to the Clay Street float and gangway system in Oakland.

Director Donovan asked why Gerwick hadn't noticed the ADA issues at the Clay Street float previously. Ms. Rannells replied that the first component of their work under the original contract was to assess the facility and to assist WETA in preparing bid documents. It was during the assessment that it was brought to WETA's attention that work needed to be done to make the ramping compliant with ADA requirements.

Director Donovan made a motion to approve the item. Director DelBono seconded the motion and the item carried unanimously.

Yeas: DelBono, Donovan, Intintoli. Nays: None.

10. SOUTH SAN FRANCISCO SERVICE ENHANCEMENT PROGRAM ASSESSMENT

Mr. Connolly presented this item requesting Board approval of modifications to South San Francisco ferry service including making the peak period schedule currently in place permanent, modifying midday service to serve the Ferry Building only by eliminating the Pier 41 stop, continuing to evaluate service performance over the spring and summer, returning to the WETA Board at six month intervals for status updates, and continuing to work with Employers and Employee Transportation Coordinators in South San Francisco and the Oyster Point area to raise awareness and promote the ferry as an alternative commute option.

Mr. Connolly reported that the ridership trends were strong and that the number of passengers had doubled over the previous year but that the service continued to struggle.

Chair Intintoli noted that South San Francisco operations appeared to be entirely funded by RM2. He said that establishing a new service was a significant challenge and that ridership projections should be updated before considering any additional new WETA services so that funding is not drained from the existing services. He cited Richmond as an example.

Ms. Rannells said that unlike South San Francisco, Richmond service would be largely funded by a local sales tax measure and that there were no specific plans at this time to use RM2 to fund operations in Richmond.

Chair Intintoli asked about the status of the Contra Costa white paper. Mr. Connolly said that the CCTA anticipated release in June.

Director DelBono asked if the South San Francisco marketing program would continue, including radio spots. Mr. Connolly replied that some marketing would be ongoing but that ridership surveys indicated that 60% of riders had found the service through their employers or co-workers and that outreach efforts would be focused on employers and employees.

Director Donovan made a motion to approve the item. Director DelBono seconded the motion and the item carried unanimously.

Yeas: DelBono, Donovan, Intintoli. Nays: None.

11. APPROVE FISCAL YEAR 2014/15 OPERATING AND CAPITAL BUDGET

Ms. Rannells presented this item requesting that the Board approve, by motion, the Fiscal Year (FY) 2014/15 Proposed Operating and Capital Budget.

Chair Intintoli asked about the vessel replacement for the *Vallejo*, noting that it appeared that it would be replaced by a larger vessel similar in size to the *Solano*. Ms. Rannells said that this was the objective, adding that the work to be done on this project over the next year was limited to developing specifications and securing construction management services, since full funding has not yet been secured to construct this replacement vessel.

Chair Intintoli noted that long distance services like Vallejo were susceptible to fluctuations in fuel prices. He asked if the fuel amount budgeted vs. actual in the current year's budget was a result of planning for volatile fuel prices. Ms. Rannells replied that WETA was conservative with fuel estimates for that very reason, adding that operations funding generally needed to be spent or it would be lost.

Chair Intintoli also asked a similar question regarding professional services agreements. Manager of Finance & Grants Lynne Yu noted that the budget for Professional Services included Marketing and Promotional services as well as Landside and Vessel Maintenance services procured by WETA. She added that the variance between the current year's budget and the estimated actual budget was attributed to savings of approximately \$200,000 in Vessel Maintenance expenses, and that FY 2014/15's budget was consistent with FY 2013/14's budget. Regarding marketing, Ms. Rannells added that this year WETA anticipated posting billboards as well.

Director DelBono asked if there was sufficient room in the budget for staff. Ms. Rannells replied that there was.

Director Donovan made a motion to approve the item. Director DelBono seconded the motion and the item carried unanimously.

Yeas: DelBono, Donovan, Intintoli. Nays: None.

12. AUTHORIZE STAFF TO SEEK PUBLIC INPUT ON PROPOSED FARE PROGRAM

Senior Planner Mike Gougherty presented this item requesting that the Board authorize staff to conduct outreach with riders and the general public to seek input on a draft fare program.

Regarding Mr. Gougherty's presentation which included a projection of an overall operations deficit, Chair Intintoli asked if it was not the case that WETA always operated at a deficit compared to farebox revenue. Ms. Rannells pointed out that the deficit was expenses vs. funding subsidies and farebox revenue combined. Chair Intintoli asked that if the subsidy increased, would the deficit decrease. Mr. Gougherty said that that was correct but that funding subsidies were relatively fixed and that fare revenues would be required to cover the difference over time.

Director DelBono asked why age six was the cutoff for a reduced fare for children. Mr. Gougherty said that there had been differences between the services but that the regional standard was six.

Director DelBono asked if there was any way to create a fare category for low income workers who needed assistance with transit. Mr. Gougherty replied that that would not typically be a fare category

but rather a program similar to what public utilities call a Lifeline program designed to subsidize qualified applicants with the purchase of standard fare products.

Ms. Rannells agreed that that would be a separate program that subsidized individuals, not a WETA program. Mr. Connolly noted that this would be challenging for an operator like WETA who served multiple counties. Director DelBono asked staff to consider it and Ms. Rannells said that she would look into what was available.

Director DelBono expressed concern regarding the end of military discounts. Ms. Rannells noted that they were a legacy fare product from a time when there were multiple military bases located in the community the ferry served.

Director DelBono pointed out that there was still an active USCG base in Alameda. Ms. Rannells pointed out that the Clipper discount would actually be larger than the military discount and agreed that there would need to be outreach to the community to make sure that this was understood. Chair Intintoli added that there should be outreach to veterans groups in Vallejo.

Chair Intintoli asked how Clipper worked and asked whether people would have to change if the old fare products were discontinued. Director Donovan replied that Clipper is very simple and worked like cash and is helpful for employers to verify employee expense reports. Director DelBono suggested that Clipper be included in future presentations.

Mr. Gougherty said that Clipper was increasingly the preferred method for employers who provide transit benefits to employees. Mr. Connolly added that Clipper was in wide use on the Alameda/Oakland, Harbor Bay, and South San Francisco routes, and that it had become the preferred method in Harbor Bay. Director DelBono asked if Harbor Bay riders tended to be younger. Mr. Connolly replied that they were daily commuters who appreciated the convenience of Clipper.

Director DelBono asked where the elderly could learn about Clipper in the case that it was confusing or frustrating for them to use. Chair Intintoli agreed that this was a concern and suggested that Clipper use be included as part of any fare presentation. Mr. Connolly said that it would be, especially in Vallejo, where riders may not be familiar with Clipper. Mr. Gougherty added that there were Clipper service centers in each community as well.

Ms. Rannells noted that there was a regional discussion regarding the next iteration of Clipper, referred to as "C2" and that a variety of technologies were being considered for inclusion.

Chair Intintoli asked if a computer was needed to obtain a Clipper card. Mr. Connolly replied that Clipper cards could be easily obtained without a computer at places such as Safeway and Walgreens. Mr. Gougherty added that the cards could be refilled at Clipper vending machines.

Chair Intintoli expressed concern over the increase in cost for the Vallejo to San Francisco commute monthly pass. Ms. Rannells noted that current five day a week riders received a 45% discount and that Clipper would deliver a 25% discount, even for less frequent riders.

Ms. Rannells noted that South San Francisco was a bit of a special case for Clipper fares since WETA knew what it needed to charge going in, and that there would be a high rate of Clipper use on that service. Director DelBono asked if there was any cash on South San Francisco. Mr. Connolly replied that it was almost entirely Clipper.

Director Donovan asked whether the Board would need to approve annual increases if the Board approved the final fare program in November. Mr. Taylor replied that the program would cover five years after approval by the Board. Ms. Rannells noted that new fares would not go into effect under

this program until July 2015. Mr. Gougherty added that this type of fare program was an emerging best practice with many transit agencies.

Chair Intintoli stated his concern for the 6% increases on monthly passes after previous attempts to adjust the Vallejo fares. Ms. Rannells noted that the City of Vallejo had attempted a 20% increase and that this was a more moderate approach. Director Donovan said that he looked forward to seeing the results of the public outreach and asked if the program would be revised if there was serious pushback at the public hearings. Ms. Rannells said the purpose of the public meetings was to gather feedback and that the draft program at hand was a basis for this discussion.

Public Comment

Jerry Bellows of the Maritime Administration noted that two ferry terminals had active military and the others did not, adding that the fare program should be consistent across services. He asked if other transit agencies offered military discounts.

Mr. Gougherty said he wasn't familiar with any but that they may exist. Mr. Connolly said that staff would look into it. Mr. Bellows said that the fare program was a step in the right direction.

Director Donovan made a motion to approve the item. Director DelBono seconded the motion and the item carried unanimously.

Yeas: DelBono, Donovan, Intintoli. Nays: None.

13. ADJOURNMENT

All business having concluded, the meeting was adjourned at 2:40 p.m.

Respectfully Submitted,

Board Secretary

MEMORANDUM

TO: Board Members

**FROM: Nina Rannells, Executive Director
Lynne Yu, Manager, Finance & Grants**

**SUBJECT: Approve Amendment to Agreement with the Association of Bay Area
Governments for the Provision of Accounting Support Services**

Recommendation

Approve Amendment No. 13 to the agreement with the Association of Bay Area Governments (ABAG) in the amount of \$110,000 for the provision of accounting support services for FY 2014/15 and authorize the Executive Director to execute the amendment.

Background

On March 22, 2001, the Water Transit Authority (WTA) Board approved an agreement with ABAG to manage its fiscal affairs in conformance with accepted state government accounting practices. This agreement transferred over to the Water Emergency Transportation Authority (WETA) upon its creation on January 1, 2008, and has been amended annually to provide funding to continue this ongoing work.

Discussion

The annual ABAG agreement includes fiscal services to process and pay invoices, keep WETA's accounting records, provide advice on financial accounting matters and provide for required independent financial audit work. Through this contract work, WETA receives the benefit of ABAG finance staff's knowledge of governmental accounting practices, access to their professional staff to help manage financial audits, use of ABAG's accounting software system, an independent review of invoices and check processing services. This arrangement provides an overall cost saving over what it would cost to directly hire accounting personnel and purchase, manage and maintain financial accounting software. It also allows WETA staff to focus our financial efforts on more specialized grant and financial planning work.

ABAG has been a major partner in ensuring adequate internal control over WETA's financial reporting. Over the past several years, WETA has undergone significant changes in its operations, from being a planning agency to a transit operator, that have had a major impact on its accounting processes. ABAG has been highly responsive in assisting WETA to successfully implement these new processes.

The current amendment is set to expire on June 30, 2014. Staff recommends extending the agreement to June 30, 2015. In FY 2014/15, this will include the services of independent auditor Maze & Associates Accountancy Corporation to conduct WETA's annual fiscal audit for FY 2013/14.

Fiscal Impact

Sufficient funds are included in the FY 2014/15 Operating Budget to support this amendment.

END

SAN FRANCISCO BAY AREA WATER EMERGENCY TRANSPORTATION AUTHORITY

RESOLUTION NO. 2014-07

APPROVE AMENDMENT TO AGREEMENT WITH THE ASSOCIATION OF BAY AREA GOVERNMENTS FOR THE PROVISION OF ACCOUNTING SUPPORT SERVICES

WHEREAS, WETA is required to manage its fiscal affairs in conformance with accepted State government accounting practices; and

WHEREAS, on March 22, 2001, the Water Transit Authority Board entered into an agreement with the Association of Bay Area Governments (ABAG) for provision of financial and other support services as a cost-effective method to meet this obligation in the amount of \$75,000 for services through March 21, 2003; and

WHEREAS, the Board approved the following amendments to that agreement: Amendment No. 1 in the amount of \$85,000, Amendment No. 2 in the amount of \$65,000, Amendment No. 3 to in the amount of \$20,000, Amendment No. 4 in the amount of \$90,000, Amendment No. 5 in the amount of \$90,000, Amendment No. 6 in the amount of \$95,000, and

WHEREAS, this agreement was transferred to the San Francisco Bay Area Water Emergency Transportation Authority (Authority) upon its creation on January 1, 2008; and

WHEREAS, WETA subsequently authorized Amendment No. 7 in the amount of \$95,000, Amendment No. 8 in the amount of \$90,000, Amendment No. 9 in the amount of \$95,000, Amendment No. 10 in the amount of \$100,000, Amendment No. 11 in the amount of \$100,000, Amendment No. 12 in the amount of \$120,000; and

WHEREAS, ABAG provides these services on a cost reimbursable basis and funding of these services is provided annually; and

WHEREAS, an extension and additional funding is required to maintain the services of the ABAG through FY 2014/15; now, therefore, be it

RESOLVED, the Board of Directors hereby approves an amendment in the amount of \$110,000 to the agreement with the Association of Bay Area Governments and extends the agreement to June 30, 2015; and be it further

RESOLVED, that the Board of Directors authorizes the Executive Director to execute the amendment.

CERTIFICATION

The undersigned, Board Secretary, does hereby certify that the foregoing is a full, true and correct copy of a resolution duly and regularly adopted at a meeting of the San Francisco Bay Area Water Emergency Transportation Authority held on June 19, 2014.

YEA:

NAY:

ABSTAIN:

ABSENT:

/s/ Board Secretary

2014-07

END

MEMORANDUM

TO: Board Members

FROM: Nina Rannells, Executive Director

SUBJECT: Approve Amendment to Agreement with Solano County Transit for the Provision of Bus and Ticketing Services

Recommendation

Approve Amendment No. 2 to the agreement with Solano County Transit (SolTrans) at an estimated cost of \$623,000 for the provision of Route 200 bus service and ticketing services for FY 2014/15 and authorize the Executive Director to execute the amendment.

Background/Discussion

As a part of the Vallejo Ferry Service (Ferry Service) transition, the Authority entered into an agreement with SolTrans for the provision of Route 200 bus service and other ancillary services necessary to maintain the Ferry Service as historically operated. The Route 200 is a door-to-door express bus service between the Vallejo and San Francisco ferry terminals that is operated on a limited basis to complement the Vallejo ferry service schedule. Other ancillary services include all aspects of ferry ticketing services and the provision of back-up bus services when ferries are unable to make their regularly scheduled trips.

The current agreement for services, which are provided on a cost reimbursable basis, is set to expire on June 30, 2014. SolTrans has done a good job providing these services and staff recommends continuing this service arrangement for another year through June 30, 2015.

Services to be provided in FY 2014/15 under this agreement would be as follow:

1. **Route 200 Bus Service:** Provide an estimated 2,898 revenue hours of Route 200 bus service at an annual cost of \$372,000.
2. **Ticket Sales and Customer Service:** Staff and oversee the Vallejo Ferry Terminal ticket office and provide general customer information and services. This work also includes credit card processing, armored truck services, daily bank deposits, administration of SF Muni Stickers and all associated activities for an estimated annual cost of \$251,000.
3. **Back-up Bus Service and Standby Drivers:** Provide on-demand back-up bus service and stand-by drivers to support the Ferry Service when vessels are not available to operate regularly scheduled service between the Vallejo Ferry Terminal and the San Francisco Ferry Building. These services are provided on an as-needed basis at an hourly rate of \$74.39 for back-up service operation and \$33.15 for stand-by drivers.

As a part of this contract, SolTrans is required to provide monthly operations, financial and ridership data for the Route 200 and back-up bus trips provided.

Fiscal Impact

Sufficient funds are included in the FY 2014/15 Operating Budget for the Vallejo Ferry Service to support this amendment.

END

SAN FRANCISCO BAY AREA WATER EMERGENCY TRANSPORTATION AUTHORITY

RESOLUTION NO. 2014-08

APPROVE AMENDMENT TO THE AGREEMENT WITH SOLANO COUNTY TRANSIT FOR THE PROVISION OF BUS SERVICES AND TICKETING SERVICES

WHEREAS, the WETA was established pursuant to California Senate Bill 976, as amended by Senate Bill 1093, codified as the San Francisco Bay Area Water Emergency Transportation Response and Disaster Recovery Act, California government Code Section 66540 *et. seq.* (as so amended, Act) which authorizes the consolidation of San Francisco Bay Area publicly operated regional ferry services; and

WHEREAS, pursuant to the Act, the Authority has entered into a certain Ferry Service Operations Transfer Agreement by and between the Authority and the City of Vallejo (City) effective July 1, 2012 (Transfer Agreement), pursuant to which the City transferred to Authority assets necessary for operation of, and the obligation to operate the Vallejo Ferry Service, which provides ferry service from Vallejo to San Francisco, including supplemental bus service through the Vallejo bus network otherwise known as "Route 200"; and

WHEREAS, Solano County Transit (SolTrans) was formed on November 30, 2010 as a Joint Powers Authority among the City, City of Benicia and the Solano Transportation Authority to provide transit services between the City and the City of Benicia as well as Route 200 and supplemental back-up bus services between the Vallejo Ferry Terminal and the San Francisco Ferry Building through its contract for Operation of Fixed Route and Paratransit Transit Service with their transit operator (Bus Services Contract); and the Bus Service Contract also provides certain other services for the Vallejo Ferry Service, including all aspects of ticket sales and customer service; and

WHEREAS, on June 29, 2012, the Authority executed an agreement with SolTrans for provision of Route 200, supplemental back-up bus services and ticketing services through June 30, 2013; and

WHEREAS, SolTrans provides these services on a cost reimbursable basis, and an extension of term and an estimated \$623,000 of additional funding are required to maintain the services of SolTrans in FY 2014/15; now, therefore, be it

RESOLVED, that the Board of Directors hereby approves Amendment No. 2 to the Agreement with SolTrans for an estimated cost of \$623,000 and extends the agreement to June 30, 2015; and be it further

RESOLVED, that the Board of Directors authorizes the Executive Director to negotiate and execute the amendment and take any other related actions to support this work.

CERTIFICATION

The undersigned, Board Secretary, does hereby certify that the foregoing is a full, true and correct copy of a resolution duly and regularly adopted at a meeting of the San Francisco Bay Area Water Emergency Transportation Authority held on June 19, 2014.

YEA:
NAY:
ABSTAIN:
ABSENT:

/s/ Board Secretary

2014-08

END

MEMORANDUM

TO: Board Members

FROM: Nina Rannells, Executive Director
Keith Stahnke, Manager, Operations
Melanie Jann, Manager, Administration & Business Services

SUBJECT: Approve Purchase of Commercial Insurance Policies

Recommendation

Approve the purchase of the following commercial insurance policies for FY 2014/15 for a total cost not to exceed \$ 161,000:

- 1) Marine Commercial Liability including Terminal Operators and Automobile Liability
- 2) Excess Marine Liabilities
- 3) Property Insurance
- 4) Docks, Pilings & Ramps
- 5) Public Officials Management & Employment Practices Liability

Background

WETA carries a variety of different insurance policies annually to protect the agency and its operation from third party claims and loss of property. Each type of insurance is described in detail below:

Marine Commercial Liability and Excess Marine Liabilities

These coverages protect against third party claims for bodily injury and property damage at scheduled locations.

Property Insurance

This coverage provides protection against losses due to damage to property from fires, vandalism, accidents, etc. including both personal belongings and business inventory.

Docks, Pilings and Ramps

This marine property insurance covers waterside assets including docks, floats, gangways, piers, pilings, and ramps. These are insured for actual values. The insurance has a combined limit of \$38,403,605 with various deductibles.

Public Officials Management & Employment Practices Liability

This coverage is designed to address the significant exposures faced by public entities and responds to claims brought against an insured public entity, its employees and volunteers for any alleged or actual breach of duty, neglect, error, misstatement or omission in the course of public duties.

Additionally, it is important to note that there is overlap between WETA's coverage and the contracted operator's coverage for incidents that occur while passengers embark and disembark from the vessels. The contracted operator's bumbershoot insurance provides an additional \$49,000,000 of coverage while passengers embark and disembark from the vessels, making the total liability limit between WETA's Marine Commercial Liability (\$10,000,000) and the contracted operator's (\$49,000,000) limit a total of \$59,000,000.

Discussion

This item authorizes the purchase of the following commercial insurance policies in FY 2014/15:

- 1) Marine Commercial Liability.
- 2) Excess Marine Liabilities.
- 3) Property Insurance.
- 4) Docks, Pilings & Ramps.
- 5) Public Officials Management & Employment Practices Liability

Proposed policies will be purchased through both Wells Fargo Insurance Services and Alliant Insurance Services as noted in the insurance policy schedule provided as **Attachment 1**.

Wells Fargo Insurance Services provides insurance to other public ferry operators such as Golden Gate Ferries and Washington State Ferries and will procure the Marine Commercial Liability and Property insurance for Marine Facilities. Alliant Insurance Services has access to a Public Entity Property Insurance Program (PEPIP) with competitive pricing and will procure Property insurance for Marine Facilities and the administrative offices and Public Officials Management & Employment Practices Liability.

The estimated annual premium for all policies is expected to be no more than \$161,000.

Fiscal Impact

Sufficient funds are included in the FY 2014/15 Operating Budget to support the purchase of commercial insurance.

END

**San Francisco Bay Area Water Transportation Authority (WETA)
2014 - 2015 Insurance Policy Schedule**

Attachment 1

	Coverage	Locations	Limit	Deductible/Retention	Policy Period	Carrier	Estimated 2014-15 Annual Premium
Wells Fargo Insurance Services	Marine Commercial Liability Terminal Operators Liability Auto Liability	Pier 9 Offices Pier 9 Harbor Bay Main Street Clay Street South San Francisco Vallejo Mare Island	\$1,000,000 Each Occurrence \$2,000,000 Aggregate	\$2,500 each occurrence	7/1/2014 - 7/1/2015	The Great American Insurance Company of New York	\$ 17,000
	Excess Marine Liabilities	Pier 9 Offices Pier 9 Harbor Bay Main Street Clay Street South San Francisco Vallejo Mare Island	\$9,000,000 Excess \$1,000,000	N/A	7/1/2014 - 7/1/2015	50% The Great American Insurance Company of New York 25% United States Fire Insurance Company 25% Travlrs Property & Causulity Insurance Company	\$ 12,000
	Docks, Pilings & Ramps	Pier 9 Clay Street Harbor Bay Main Street Vallejo Mare Island	Total Insured Value: \$19,430,200	\$10,000 each occurrence \$20,000 wind, wind driven water and flood	7/1/2014 - 7/1/2015	The Great American Insurance Company of New York	\$ 80,000
Alliant Insurance Services	Docks, Pilings & Ramps	South San Franscisco Ferry Terminal	Total Insured Value: \$18,973,405	\$1,000 each occurrence	7/1/2014 - 7/1/2015	Lexington Insurance Company	\$ 32,000
	Property	Pier 9 Offices	Total Insured Value: \$300,000	\$1,000 each occurrence	7/1/2014 - 7/1/2015	Lexington Insurance Company	\$ 1,000
	Public Officials Management & Employment Practices Liability	N/A	\$3,000,000 Aggregate	\$15,000 each public officials managment \$20,000 each employment practices violation	7/1/2014 - 7/1/2015	Darwin Select Insurance Company	\$ 19,000
							\$ 161,000

MEMORANDUM

TO: Board Members

FROM: Nina Rannells, Executive Director
Keith Stahnke, Manager, Operations

SUBJECT: Approve Amendment to Agreement with Fast Ferry Management, Inc. for the Provision of Marine Services

Recommendation

Approve Amendment No. 6 to the agreement with Fast Ferry Management, Inc. for the provision of marine services in FY 2014/15 for a not to exceed amount of \$260,000 and authorize the Executive Director to execute the amendment.

Background/Discussion

Fast Ferry Management has provided oversight and management services for the Vallejo Ferry Service since 1994 including overall system management, monitoring and oversight of the Blue and Gold Fleet operating and maintenance contract, program planning and capital improvement project management. The current contract with Fast Ferry Management was approved by the City of Vallejo on March 26, 2007. This contract was assigned to WETA on July 1, 2012 as a part of the Vallejo ferry system transfer.

Fast Ferry Management, Inc. has provided a high level of management in support of the Vallejo ferry service throughout the term of the contract and was key in assisting WETA and the City of Vallejo in completing the Vallejo service transition in July 2012. Over the years, Fast Ferry Management, Inc. has developed extensive knowledge of all aspects of the system operation and maintenance activities, system facilities and assets, service history, customers, and key staff at partner agencies such as the City of Vallejo, Lennar Mare Island, and SolTrans.

During FY 2013/14, Fast Ferry Management served as the primary liaison with Blue & Gold Fleet related to the management of Vallejo ferry services, and assisted WETA with planning for the North Bay and Central Bay Operations and Maintenance facilities, administration and oversight of the Solano Engine Overhaul project, selection of a construction manager for new vessel procurements, initial vessel procurement planning, warranty administration for the Intintoli and Mare Island repower project, and pre-planning for the 2015 Vallejo maintenance dredging project.

Staff recommends approval of Amendment No. 6 to the agreement with Fast Ferry Management, Inc. to extend the agreement through FY 2014/15 and ensure continuity in Vallejo service and capital project management and oversight.

The scope of work for this period would consist of general ferry service oversight, ferry operations contract monitoring, vessel and engine maintenance oversight, program planning, capital program and project oversight and reporting. These activities are consistent with the base contract as originally awarded.

Fiscal Impact

Sufficient funds are included in the FY 2014/15 Operating and Capital Budgets to support this amendment.

END

MEMORANDUM

TO: Board Members

FROM: Nina Rannells, Executive Director

SUBJECT: Approve Amendment to Agreement with Nossaman LLP for the Provision of Legal Services

Recommendation

Approve Amendment No. 18 to the agreement with Nossaman LLP in the amount of \$550,000 for the provision of legal services for FY 2014/15 and authorize the Executive Director to execute the amendment.

Background

WETA's enabling statute requires the employment of general counsel to manage its legal affairs. In August 2004, the San Francisco Bay Area Water Transit Authority authorized Nossaman LLP (Nossaman) to serve as its general counsel. In January 2008, this contract transferred to the San Francisco Bay Area Water Emergency Transportation Authority upon its creation and has been renewed annually since. Annual legal expenses have ranged from \$140,000 in FY 2004/05 to \$1,100,000 in FY 2010/11, based upon the volume and complexity of legal issues facing the agency. Nossaman has served the Authority's interests well in a wide variety of areas over the years and has developed a thorough understanding of the agency and our specific issues and needs. Staff recommends continuing this working relationship through FY 2014/15.

Discussion

Staff has reviewed the FY 2014/15 work program and anticipates the need for legal support services related to general agency oversight and capital project implementation as follows:

General Oversight

This includes work in support of items such as general agency operation, governance issues, contracts, legislation, procurement, policy development, employment law, insurance requirements, lease and other property transactions and special subjects of interest or concern as needed.

Capital Program Support

This work includes advice and oversight of legal issues related to capital projects included in the \$46.5 million FY 2014/15 capital budget. Such work includes review of project proposals for legal content, contract development and review of any protests or project issues as they arise during or after the procurement. Major projects in FY 2014/15 include work on the Authority's two maintenance and operations facility projects, east bay ferry terminal improvements, San Francisco berthing expansion and the procurement of new vessels.

Staff estimates these services to cost up to \$550,000 in FY 2014/15, which is a \$100,000 reduction from the FY 2013/14 budget.

Fiscal Impact

Sufficient funds are included in the FY 2014/15 Operating and Capital Budgets to support this amendment.

END

MEMORANDUM

TO: Board Members

FROM: Nina Rannells, Executive Director

SUBJECT: Approve Amendment to Agreement with Nematode Media, LLC (DBA Bay Crossings) for Advertising in *Bay Crossings* and Other Services

Recommendation

Approve Amendment No. 6 to the agreement with Nematode Media, LLC (DBA Bay Crossings) in the amount of \$48,000 for advertising in *Bay Crossings* and other public information/marketing services and authorize the Executive Director to execute the amendment.

Background

The Water Transit Authority (WTA) first entered into a formal agreement with Bay Crossings (aka Nematode Media, LLC) in September, 2004. This agreement was renewed in July 2005 for a one year term, in June 2006 and 2009 (under WETA) for three year terms and in June 2013 for a one year term.

WETA has utilized the *Bay Crossings* newspaper as a means of communicating with ferry riders, businesses and residents of the Bay's shoreline communities regarding its plans, environmental review process and services since 2001. WETA has also provided a subsidy to support the Bay Crossings store in the San Francisco Ferry Building which provides ferry passengers access to ferry schedules, information and tickets. In past years, WETA also provided a small subsidy (\$12,000 annually) for Bay Crossings to host and support the display of real-time ferry departure information. This service was no longer needed starting in FY 2013/14 as these signs were replaced with the new ferry schedule flap sign recently installed in the San Francisco Ferry Building by the Metropolitan Transportation Commission.

Staff recommends continuing its contract with Bay Crossings in FY 2014/15 with the following work scope:

1. Bay Crossings newspaper- \$36,000/year
This supports placement of San Francisco Bay Ferry ads and ferry schedules in *Bay Crossings* as well as informational articles promoting WETA's activities.
2. Bay Crossings store – Extended Store Hours - \$12,000/year
The Bay Crossings store is a venue for distributing information and is a resource for daily ferry commuters. WETA's compensation helps to defray the costs of staffing the store for four extra hours daily during the work week.

Fiscal Impact

Sufficient funds are included in the FY 2014/15 Marketing Budget to support this amendment.

END

MEMORANDUM

TO: Board Members

**FROM: Nina Rannells, Executive Director
Lauren Gularte, Administrative Policy Analyst**

SUBJECT: Approve Legislative Program for 2014

Recommendation

Approve, by motion, the legislative program for 2014.

Background/Discussion

Historically, WETA has utilized two firms for lobbying and legislative services to secure political and legislative support for WETA projects and programs. These include Broad & Gusman, LLP at the state level (since 2004) and Lindsay Hart, LLP at the federal level (since 2001). In March 2014, the Board approved a contract with Perata Consulting, LLC, for strategic consulting services to complement existing federal and state lobbying services and fill the need for advocacy at the local and regional level. Staff works with these consultants during the year to monitor legislative activity relevant to WETA's mission and needs, maintain relationships with legislative representatives and their staffs, advocate for funding for WETA projects, and address other WETA issues as they come up during the year.

Staff has developed a legislative program for 2014, provided as **Attachment 1**, to guide WETA's legislative and advocacy efforts over the next year. The recommended program covers a variety of evolving issues with the potential to impact WETA. Staff will work closely with our state and federal lobbyists and local advocacy consultant to monitor bills and other developments during the year and will regularly keep the Board informed of these activities and seek policy direction or action on these matters as necessary.

Fiscal Impact

There is no direct fiscal impact associated with this item.

END

Attachment 1

Water Emergency Transportation Authority 2014 Legislative Program

FEDERAL	
<u>Issues</u>	<u>Action</u>
Transportation Reauthorization	Continue supporting an increased amount of funding for ferries, specifically passenger-only public ferry systems in the federal transportation reauthorization bill.
Appropriations	Seek the delegation's support and assistance in funding WETA's needs.
STATE	
<u>Issues</u>	<u>Action</u>
State Transportation Funding	Monitor assess and respond to proposal to lower 2/3 super majority vote for local and regional transportation taxes, efforts to provide new sources of statewide funding for transportation (user fee, gas tax, vehicle license fee), and FY 14-15 State Budget as it relates to transportation funding.
Cap and Trade Funding	Support MTC, CTA and other efforts, as appropriate, to direct FY 2014/15 state budget and future year cap-and-trade funding to support transportation projects in the state.
CEQA Reform	Monitor CEQA reform legislation, and support MTC's efforts to advocate for guidelines that make CEQA analysis simpler for transit-oriented development and implementation of Plan Bay Area and transportation projects overall.

MEMORANDUM

TO: Board Members

FROM: Nina Rannells, Executive Director

SUBJECT: Approve Amendment to Agreement with Lindsay Hart, LLP for the Provision of Federal Legislative Representation

Recommendation

Approve Amendment No. 13 to the agreement with Lindsay Hart, LLP (LH) in the amount of \$125,000 for the provision of federal legislative representation for FY 2014/15 and authorize the Executive Director to execute the amendment.

Background

The Water Transit Authority (WTA) originally approved an agreement with Lindsay, Hart, Neil & Weigler, LLP, now Lindsay Hart, LLP (LH), on November 29, 2001 after a competitive selection process. This agreement was transferred to the Water Emergency Transportation Authority (WETA) upon its creation on January 1, 2008, and has been amended annually to provide funding to continue this ongoing work.

Discussion

Over the years, LH has been successful at securing over \$30 million in federal funding commitments toward WETA projects and has worked to increase overall federal transportation funding for ferry programs. During FY 2013/14, Peter Friedmann and his staff, on behalf of LH, continued their congressional outreach efforts on WETA's behalf, escorting Director DelBono on office visits during his recent visit to Washington DC, aggressively worked to garner support for WETA's application for Ferry Boat Discretionary funds, resulting in a \$3 million award, and continued efforts to develop support for a proposal to change the formula for FHWA funds to provide a higher level of funding for passenger-only ferry systems. Staff is extremely satisfied with LH's work and initiative in garnering congressional support and continued funding for WETA's ferry system needs and recommends continuing this contract through FY 2014/15.

Proposed FY 2014/15 work would focus on the following programs and priorities:

- Expand, maintain and coordinate San Francisco Bay Area/California Congressional Delegation advocacy for WETA, and work to ensure continued active support for WETA by the Washington State Congressional Delegation where WETA boats have been built, repaired and rehabilitated, and by other Members of Congress.
- Work with WETA staff to pursue grants from the Ferry Boat Discretionary program, as administered by the Federal Highway Administration and the Federal Transit Administration.
- Participate in Public Ferry Coalition activities, as a founding member of the DC representatives, to gain increased federal funding and other federal support for public ferry service throughout the country.
- Work towards the overall objective of gaining a revenue stream to WETA in any new federal ferry legislation, including the reauthorization of MAP 21.
- Assure that WETA's interests are well-served in any ferry formula grant program.

- Regularly inform WETA Board and staff of all relevant legislative and regulatory developments and lobbying activities in Washington DC.

In prior years, work under this contract was provided under a not-to-exceed contract amount of \$160,000 annually. Staff proposes, in consultation with Peter Friedmann, to lower the FY 2014/15 contract ceiling to \$125,000, to be paid in the form of a \$10,000 monthly retainer with up to \$5,000 for incidental expenses annually.

Fiscal Impact

Sufficient funds are included in the FY 2014/15 Operating Budget to support this amendment.

END

MEMORANDUM

TO: Board Members

FROM: Nina Rannells, Executive Director

SUBJECT: Approve Amendment to Agreement with Broad & Gusman, LLP for the Provision of State Legislative Representation

Recommendation

Approve Amendment No. 4 to the agreement with Broad & Gusman, LLP in the amount of \$66,000 for the provision of state legislative representation in FY 2014/15 and authorize the Executive Director to execute the amendment.

Background

Since November 2004, WTAWETA has utilized the Law Offices of Broad & Gusman, LLP (Broad & Gusman) to provide state legislative support services. An agreement for services with Broad & Gusman was initially developed as the result of a competitive RFQ process completed in 2004, and was extended on an annual basis through June 2010. On June 17, 2010, as the result of a new competitive RFQ process, the Board approved a new agreement with Broad & Gusman to represent WETA through June 30, 2011, with an option to extend the contract on an annual basis.

Discussion

Staff recommends the continued use of Broad & Gusman in FY 2014/15 to represent WETA's legislative needs in Sacramento, for an annual retainer fee of \$66,000 consistent with prior years. They are familiar with WETA's program and have been successful in helping us to monitor legislative activity in Sacramento, schedule meetings with legislative representatives and staff, successfully secure legislation addressing agency needs, secure funding and provide various forms of legislative support as the need has arisen over the years. Work in FY 2014/15 would focus on the following activities:

- Monitor state legislation and regulations affecting WETA, keeping the staff and Board regularly informed;
- Consistent with recent Board direction, arrange facilitated meetings with key policymakers, staff and others in state government to build support and understanding of WETA's program, projects and needs;
- Work in consultation and coordination with WETA staff, Board and other advocacy consultants to preserve and expand state and regional transportation capital and operating funds and programs that could be used to support WETA projects, programs or emergency response initiatives; and
- Develop legislation, as needed, to address agency funding, operational, governance or other needs, as identified.

Fiscal Impact

Sufficient funds are included in the FY 2014/15 Operating Budget to support this amendment.

END

MEMORANDUM

TO: Board Members

FROM: Nina Rannells, Executive Director
Keith Stahnke, Manager, Operations

SUBJECT: Authorize Release of a Request for Qualifications for Technical and Construction Management Services for Vallejo Dredging Project

Recommendation

Authorize the release of a Request for Qualifications (RFQ) for Technical and Construction Management (CM) services for the 2015 Vallejo dredging project.

Background/Discussion

This RFQ will solicit qualified firms to provide expertise in design, engineering, permitting and construction management for the 2015 Vallejo dredging project. The procurement process will follow WETA and federal requirements. Staff anticipates being in a position to recommend award of this service contract at a Board meeting in late summer or early fall 2014.

2015 Vallejo Ferry Terminal Maintenance Dredging

The Vallejo ferry terminal is located in a basin that silts in over time. The basin and approaches have subsequently undergone maintenance dredging in 2003, 2008, and 2011. Maintenance dredging is required to ensure that the float is buoyant at all tidal levels and to ensure continued access by the ferry boats.

A firm with technical expertise in regulatory compliance will be needed for required permitting, material sampling and dredging surveys as well as to monitor performance of a dredging contractor. Sufficient lead time is needed for permit renewal.

The current permit status is as follows:

- USACOE – expired
- BCDC – may require a new five year amendment to the existing permit
- SFBWQMD – required for each dredging episode
- State Lands – lease is in place through 2018
- Streambed Alteration Agreement – 2015

Once authorized, staff would release the RFQ for CM services to support the up-coming Vallejo dredge cycle. The selection of a contractor to perform the actual dredging work will be managed through a separate Invitation for Bids (IFBs) process to take place in 2015 once the preliminary project development and permitting work is completed. This dredging project is expected to be complete by November 2015.

Fiscal Impact

The Vallejo Dredging project is included in the FY 2014/15 Capital Budget, funded with FTA grant funds and bridge toll revenues (AB 664).

END

MEMORANDUM

TO: Board Members

FROM: Nina Rannells, Executive Director
Keith Stahnke, Manager, Operations

SUBJECT: Summary of Emergency Preparedness and Response Activities

Recommendation

There is no recommendation associated with this informational item.

Background

Under SB 976, the Water Emergency Transportation Authority (WETA) is responsible for consolidating and operating public ferry services in the Bay Area, planning new service routes, and coordinating ferry transportation response to emergencies or disasters affecting the Bay Area transportation system. Emergency services include transportation of passengers if primary transportation systems and infrastructure are unavailable as well as transportation of first responders and disaster service workers to facilitate emergency response and recovery. WETA's roles and responsibilities in an emergency are more fully described in the WETA Emergency Water Transportation System Management Plan which was prepared in cooperation with state emergency officials and the U.S. Coast Guard and adopted by the WETA Board in 2009.

WETA currently utilizes its existing facilities and vessel fleet to provide emergency response and recovery transportation services and considers the agency's emergency response mandate when planning expansion terminals and routes. Additionally, WETA provides emergency response through the provision of expanded ferry service on its regular routes. WETA has structured its response in this manner as a result of the fact that the agency receives no operating subsidy for emergency response and, therefore, cannot build and maintain facilities solely for emergency response or easily provide emergency transit service on routes other than its current routes.

Discussion

This item provides a summary of WETA's emergency response activities during 2013.

Provision of Emergency Response Services:

In 2013, WETA provided additional capacity in response to four events that disrupted transbay access to San Francisco, including two BART strikes, a BART tube closure, and the closure of the Bay Bridge. Additionally, staff spent a considerable amount of time planning for two AC Transit strikes that thankfully did not take place and for several days when a BART strike was threatened but never occurred.

BART Strike July 1-5, 2013

BART employee labor unions went on strike for four and a half days beginning July 1 and ending at 3 PM on July 5. BART often carries up to 21,000 riders per hour during the peak commute period into San Francisco and other west bay destinations. Normal weekday San Francisco Bay Ferry operations range from 5,000 to slightly more than 6,000 riders per day, depending on the season.

During the July strike period, San Francisco Bay Ferry (SFBF) carried 73,825 passengers, which represents a 268 percent increase over average weekday volumes. The majority of these passengers were carried during the three work days leading up to the July 4 holiday, with daily passengers peaking at 19,670 on Tuesday, July 2; an all-time agency high.

Table 1.0 summarizes the number of departures, service frequency, and ridership (strike period vs. June 2013 average).

Table 1.0 Summary of BART Strike Service

Service	Number of Departures	Service Frequency	AVG Daily Boardings July 1-3	AVG Boardings June 2013
Alameda-Oakland	29	45 minutes	11,730	2,190
Harbor Bay	12-13	Hourly, no midday	2,172	876
South San Francisco	6	Hourly during peak	595	255
Vallejo	18	45 minutes	3,755	2,538

During the strike period, SFBF was able to expand service capacity during the peak commute by utilizing all available WETA vessels, along with Blue and Gold's *Bay Monarch* (787-passenger) and Golden Gate's *MV Del Norte* (398-passenger). In Vallejo, additional back-up bus service was made available through SolTrans in the event that scheduled vessels could not accommodate the service demand. On average, there were 77 landings per day on the first three days of the strike. Close to 50 percent of the fare payments for the week were made by Clipper, which speeded fare collection as well as vessel loading and unloading.

The following enhancements were made to facilitate landside access and improve customer service:

- Additional parking was provided through modification of local parking restrictions and utilization of additional parking facilities;
- Temporary shuttle service and attended bike parking was instituted in Alameda to provide additional system access;
- A temporary ticket sales and information center was established at the Clay Street terminal in Oakland where we saw a large increase in new passenger activity;
- Portable restrooms were brought in to accommodate passenger needs;
- Queuing stanchions were set up to assist with crowd control;
- Extra security services were provided; and
- Extended ferry ticket sales office hours and increased customer service staffing was provided to assist passengers.

Staff developed a communications strategy to help ensure that the riding public was informed about the SFBF services offered, including:

- Developing a pared-down website to provide focused essential service schedules and terminal information;
- Utilizing social media sites (Twitter and Facebook) for service status and service advisories; and
- Having staff available for media interviews at terminals

BART Transbay Tube Closure May 31, 2013

Transbay service on BART was halted due to a 2AM maintenance vehicle collision in the transbay tube. WETA responded with an increase of service on Alameda/Oakland and Harbor Bay routes for

the morning commute. Service adjustments included placing 3 additional vessels, with 14 extra crews on these two routes, resulting in 6.5 extra service hours and 1,481 additional boardings.

Bay Bridge Closure August 28 – September 2, 2013

Staff worked closely with MTC and Blue and Gold to provide additional ferry service during the Bay Bridge closure over the Labor Day weekend. The Bridge was closed at 8pm on Wednesday, August 28 and the new bridge was opened in the late evening on Monday, September 2. Special schedules were implemented for the Alameda/Oakland, Harbor Bay, and Vallejo routes with additional vessels and trips added throughout the planned bridge closure. A snapshot of ridership statistics from this increase in service levels is provided below:

- Ridership increases over previous week:
 - Alameda/Oakland up 101%
 - South San Francisco up 53%
 - Vallejo up 16%
 - Harbor Bay 142% (weekend service was provided)
- Sunday 91% above previous week

BART Strike October 18 – 21, 2013

Staff worked closely with Blue and Gold Fleet, Golden Gate Ferry, Port of San Francisco, Port of Oakland, City of Alameda, MTC, and other regional partners to provide additional services in order to help keep people moving across the bay during the second BART strike. BART workers began their strike on Friday, October 18 and continued through late Monday, October 21. WETA offered augmented transbay ferry services beginning on Friday, October 18 and continuing through Tuesday, October 22, one day after the strike ended, to help ensure that all customers and transbay travelers could get to their destinations while BART re-started their system.

During the strike period, WETA services, which were augmented with two crewed Golden Gate Ferry vessels as well as large-capacity vessels from Blue and Gold's fleet, providing approximately 58,000 passenger trips as noted by day and route below. Weekday passenger trips provided were more than triple normal ridership.

	Friday 10/18	Saturday 10/19	Sunday 10/20	Monday 10/21	Tuesday 10/22	Total
Alameda/Oakland	10,884	6,482	3,868	12,214	3,809	37,257
Harbor Bay	2,003	-	-	2,413	1,397	5,813
Vallejo	3,241	1,704	1,174	3,600	3,070	12,789
SSF	663	-	-	882	521	2,066
Total	16,791	8,186	5,042	19,109	8,797	57,925

Communications protocols and landside operational improvements that were put into place during the first strike, as described above, were implemented again during the second strike.

Participation in Emergency Preparedness Working Groups:

Staff meets regularly with agency partners to ensure each agency understands each other's plans and procedures and to personally know each person they could potentially work with during and emergency. Agency partners include all other Bay Area transit agencies, MTC, Coast Guard, Coast Guard, CalTrans, CHP, CalOES, and FEMA.

MTC Trans Response Plan (TRP) Steering Committee

- The TRP defines agencies functions, responsibilities and procedures for developing and implementing a comprehensive multimodal transportation response to a regional emergency.
- Steering Committee is comprised of regional transportation agencies which meet monthly to support interagency coordination and exercise planning.

Harbor Safety Committee Ferry Operations Work Group

- The Ferry Operations Work Group reviews navigational safety issues and also conducts an annual V-MAP exercise.

Regional Incident Mobility Plan (RIMP) Working Group

- Establishes a regional multi-modal transportation lifeline framework to support emergency response, restoration, and economic resiliency.
- Identifies transportation resources necessary to support the prioritized regional transportation needs.
- Provides a common operating picture or map of the status and designated use of multimodal lifeline routes and allocation of transportation resources.
- Steering Committee is comprised of MTC, Caltrans, and WETA.

City and County of San Francisco Lifelines Council

- The City and County of San Francisco convenes Lifelines Council meetings under the Resilient SF Initiative with a purpose and scope focused on post-disaster reconstruction and recovery.

City and County of San Francisco Disaster Council

- The Council meets quarterly at the call of the Mayor to share information about the emergency planning activities of the City.

Regional Interagency Steering Committee (RISC) FEMA Region IX

- WETA was invited to provide a presentation, Interagency Response Assets & Capabilities

Participation in Emergency Response Exercises:

Golden Guardian and MTC Functional Exercise 2013 - This joint exercise was held on May 8, 2013. It was designed to exercise a coordinated regional response to a strong (M7.9) earthquake in the Bay Area based on the Trans Response Plan (TRP) and the San Francisco Bay Area Regional Transportation Emergency Management Plan (RTEMP), utilizing the processes contained in the National Incident Management System (NIMS) and the California Standardized Emergency Management System (SEMS). Exercise objectives included:

- EOC Management
- Intelligence & Info-sharing and Dissemination
- Emergency Public Information and Warning
- Incident Communications

Emergency Facility Study:

WETA currently utilizes its existing facilities and vessel fleet to provide emergency response and recovery transportation services. This includes existing terminal facilities in Alameda, Oakland, San Francisco Vallejo and South San Francisco. It is intended that near term expansion terminals such as Berkeley, Richmond, and Treasure Island would also be available for the provision of emergency services, as necessary, after these facilities are constructed. WETA is limited in its ability to construct facilities for the sole purpose of emergency response due to the lack of an operating subsidy for such purpose; emergency facilities would require on-going maintenance and rehabilitation to ensure the facilities would be operational in the event of an emergency. Staff is investigating options for emergency response facilities to better understand the cost of building facilities exclusively for emergency response and disaster recovery purposes and options for temporary facilities.

Emergency Response Training Activities:

- NIMS & ICS Training - WETA employees have been certified in the National Incident Management System (NIMS) and the Incident Command System to provide the knowledge and command structure in order to staff the WETA Emergency Operations Center (EOC) and work with MTC, CalEMA, other transit operators and emergency management agencies in the event of a disaster.
- Operation of WETA's EOC – WETA tests its ability to activate its EOC, and follow the agency's internal and regional emergency plans annually in conjunction with regional exercises in which WETA participates.
- Regional Transit Coordination - The construction of the Bay Bridge and the temporary closures associated with the project has allowed WETA to practice coordinating with other Bay Area transit operators to provide alternative transportation to the Bay Bridge.
- Regional Communication Check - WETA participates in a monthly satellite phone test with MTC, transportation agencies, Regional and County Office of Emergency Services in the Bay Area to ensure that phones are operational and all staff members are familiar operating satellite phones.
- Quarterly Executive Management Satellite Phone Test - Each quarter, executive management of all Bay Area transit agencies test satellite phone communications capabilities.
- Vessel Mutual Aid Assistance (VMAP) Exercises - WETA requires its contracted operator to participate annually in US Coast Guard VMAP rescue exercises.

Facility and Resource Preparedness:

- Emergency Contracts for Structural Assessments - This on-call list allows WETA to have access to structural engineers to assess our facilities in order to provide emergency ferry service as fast as possible after an earthquake.
- Local Hazard Mitigation Plan - WETA has developed, and has in place a Local Hazard Mitigation Plan (LHMP), as is required to receive full reimbursement from the federal or state government for the cost of repairing damaged facilities.
- Master Mutual Aid Agreement with San Francisco Bay Area Transit Operators – This agreement allows WETA and other participating agencies to share equipment, personnel, supplies and other goods and services to each other under emergency conditions so that transit services experience minimal interruption and can recover rapidly after a disruption to the transportation network.

- Pier 9 Berthing - This facility was developed for layover berthing but was also designed to be used for passenger loading/unloading in the event of an emergency. This facility could potentially be moved to another area and used as temporary float and/or loading facility to provide emergency response.
- Interoperable Float Design - As WETA replaces existing or constructs new floats, floats are designed to be interoperable, capable of serving multiple ferry vessel types.

Communications Projects and Equipment:

- Satellite Phones - WETA has four satellite phones, the Executive Director, Operations Manager, and other staff have access to these phones, enabling them to have inter-agency emergency communications.
- Government Emergency Telecommunications Service (GETS) - GETS provides emergency access and priority processing in the local and long distance segments of the Public Switched Telephone Network (PSTN). Three WETA employees have GETS Cards.
- Wireless Priority Service (WPS) - Similar to GETS, WPS provides national security and emergency preparedness personnel with emergency access and priority processing when making cellular calls. Three WETA employees have WPS on their cell phones.

Fiscal Impact

There is no fiscal impact associated with this informational item.

END