

Members of the Board

Jody Breckenridge, Chair
Jeffrey DelBono
Timothy Donovan
Anthony J. Intintoli, Jr
James Wunderman, Vice Chair

BOARD OF DIRECTORS' MEETING
Thursday, February 11, 2016 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 sanfranciscobayferry.com/weta.

AGENDA

1. CALL TO ORDER – BOARD CHAIR
2. PLEDGE OF ALLEGIANCE/ROLL CALL
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. Board Meeting Minutes – January 14, 2016
 - b. Authorize Actions Related to Grant Funds Available from the Low Carbon Transit Operations Programs
 - c. Authorize Submission of an Allocation Request to the California Department of Transportation for FY 2015/16 Low Carbon Transit Operations Program Grant Funds
7. APPROVE CONTRACT AWARD TO MARINE GROUP BOAT WORKS FOR FERRY VESSEL QUARTER LIFE REFURBISHMENT PROJECT *Action*
8. APPROVE 2016 SPECIAL EVENT FARE PROGRAM *Action*
9. APPROVE REVISED MEETING SCHEDULE FOR CALENDAR YEAR 2016 *Action*
10. INFORMATIONAL REPORT ON NORTH BAY VESSEL PROCUREMENT AND VESSEL PROPULSION TECHNOLOGY *Information*
11. CLOSED SESSION *Action*
 - a. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION *To Be Determined*

(Paragraph (1) of subdivision (d) of Section 54956.9)
Name of case: (Application of PropSF, LLC for authority to operate as a scheduled and on-call vessel common carrier between points in Redwood City, Alameda City, San Rafael, Emeryville, Oakland, San Leandro, and San Francisco and to establish a Zone of Rate Freedom, Before the Public Utilities Commission of the State of California, Application No. 15-08-014)
12. REPORT OF ACTIVITY IN CLOSED SESSION *Action*

Water Emergency Transportation Authority
February 11, 2016 Meeting of the Board of Directors

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

13. 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 California Government Code Section 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: February 11, 2016
RE: Executive Director's Report

CAPITAL PROJECT IMPLEMENTATION UPDATE

Vessel Replacement – The *Encinal* and *Harbor Bay Express II* are included in the 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. The Request for Proposal to construct two new passenger-only vessels was released on September 26, 2014. The Board approved a contract with Kvichak Marine Industries in April 2015 for the construction of two new replacement vessels. Vessel construction began in early September 2015. Work on hull modules for boat one is well under way, tank systems are complete and will be installed before joining the modules together. Raft deck is framed and being readied for decking. Work beginning assembly for boat two is underway with engine room modules being constructed first. Main engines, gearboxes and emissions systems have been delivered. The engine and emission system was mocked up and bench tested at the Pacific Power facility in Kent, WA on January 28. Emissions testing to comply with WETA requirements is being independently certified by InfoWedge and U.C. Riverside; results are due by mid-February. Final acceptance dates are scheduled for December 2016 for the first vessel and April 2017 for the second vessel.

***Intintoli* Major Component and Waterjet Rehabilitation Project**

This refit is planned for February/March 2016. During the replacement of the major propulsion train subcomponents work, other minor upgrades to the passenger cabins and minor vessel system upgrades will be accomplished. The Board of Directors approved the contract award to Marine Group Boat Works in November 2015. The vessel was successfully delivered to the Marine Group yard in San Diego on January 27. Pre-work noise and vibration testing was completed. The vessel was drydocked without issue and the hull bottom looks to be in great shape. Waterjet removal began on February 2.

***Peralta* Mid-Life Refurbishment**

The refurbishment project is separated into two phases. The Phase 1 scope of work includes refurbishment of main engines, generators, and gear boxes; installation of new steering hydraulic pumps and rams; passenger cabin renewal including refurbishment of the restrooms; new carpets; vessel dry dock; interior vessel paint; and provision of spare gearbox, propellers, and shafts. Bay Ship & Yacht completed Phase 1 work in mid-2015.

Phase 2 will include replacement of all control systems and navigation electronics, snack bar renewal, and exterior cabin paint. Phase 2 implementation has been deferred until next winter (2016/17) so that the *Peralta* can be utilized this winter while core maintenance work is completed on other vessels in the fleet.

Harbor Bay Ferry Terminal Piling Replacement

This project replaces older smaller diameter pilings with larger pilings. All major work at the ferry terminal is complete, and the barges have been removed from the site. The three outer pile guides were replaced, the existing pilings removed, and new 30" piles with anodes were driven to completion. Mooring cleats were replaced on both outboard pile guides. At this time, final work washing the deck and guides, touch up painting, and re-mounting the battery box for the solar lights is being completed. A final walk through inspection is expected for the second week of February.

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 Board of Directors awarded a design-build contract for the landside phase to West Bay Builders, now Thompson Builders, in August 2013. Landside construction is substantially complete. Remaining tasks for the landside construction phase include commissioning and testing of systems that run between the landside and waterside portions of the project.

The Board of Directors awarded a design-build contract for the waterside construction phase to Dutra Construction in July 2014. Construction of the waterside phase is underway. Pile driving activities were completed on September 2, 2015. A total of 23 piles were driven over a 4 week period. The existing service float is being modified and rehabilitated at Bay Ship & Yacht in Alameda. The service float will be delivered to the site in February. Fabrication of the concrete floats is complete. All of the concrete floats were delivered to the site and secured to the piles in December. The construction contractor has begun installation of the superstructure and utility systems.

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 will support ongoing daily services and will be a valuable asset to have available for use in unplanned or emergency conditions. Ghirardelli Associates Inc. was selected as the project construction manager. Procurement of the passenger float construction contract was combined with the North Bay Operations and Maintenance Facility Project construction contract. The Request for Proposals for the project was released on February 28 and the construction contract was awarded to Dutra Construction on July 10, 2014. Final design was completed in December 2014. Float fabrication was completed in Portland, Oregon. The float arrived at Dutra's Alameda yard in early October. Float ramping and utility systems are being installed. The float is substantially complete and will be towed to the existing Mare Island facility for storage.

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.

On January 29, WETA received Technical Proposals from three Offerors in response to its Request for Proposals (RFP) issued on December 4. Price proposals will be requested from Offerors within the competitive range. Staff anticipates bringing a recommendation for contract award to the Board in April.

Staff is advancing work to provide a replacement harbor seal haul-out in conjunction with this project. A conceptual design and implementation plan has been developed in coordination with a working group consisting of Alameda community members, City staff, and a marine mammal expert. Staff is working with state and federal resource agencies with jurisdiction over the work to secure permitting approval.

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. The proposed project would also include landside improvements needed to accommodate expected increases in ridership and to support emergency response capabilities.

Preliminary (30%) design and engineering has been prepared for the project and is currently being reviewed by a Peer Review Panel as required by the Port of San Francisco. The Peer Review Panel is comprised of a geotechnical engineer, structural engineer, and university professor selected by WETA and approved by the Port of San Francisco pursuant to their Building Permit Review process. Additionally, a Major Permit application was submitted to the BCDC for the project last month. The BCDC is expected to consider approval of the project in the coming months.

SERVICE DEVELOPMENT UPDATE

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 WETA Board adopted a Funding Agreement and Memorandum of Understanding with the Contra Costa Transportation Authority at its March 2015 meeting that funds the operation for a minimum period of 10 years.

The NEPA environmental review process was completed in October. The project was presented to the BCDC Design Review Board (DRB) in September. The BCDC DRB recommended advancing the project to the full BCDC commission. A Planning Application for the project was submitted to the City in October. Staff is coordinating with City of Richmond staff for review by the City's DRB. The project will be presented to the City DRB in February or March 2016. Staff is also coordinating with City staff to draft the lease agreement for the project. On December 10, the Board authorized release of a RFP for construction management services. Construction management services will assist staff by providing oversight and support during the pre-construction project development, project construction, and project closeout phases. The RFP is anticipated for release in March 2016.

Treasure Island Service – This project, which will be implemented by the Treasure Island Development Authority (TIDA), the San Francisco County Transportation Authority (acting in its capacity as the Treasure Island Mobility Management Authority) 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 with City of San Francisco staff to support development of this project, including participating in regular meetings of the City's Technical Advisory Committee convened to update and further develop the Treasure Island Mobility Management Program, which will include new ferry service provided in conjunction with the development project. Staff has begun negotiation of a Memorandum of Understanding (MOU) with the City that would set forth the terms and conditions under which WETA would operate the future Treasure Island ferry service. The finalization and execution of an MOU for the Treasure Island service would be subject to consideration by the WETA Board.

Berkeley Environmental Studies – This service will provide an alternative transportation link between Berkeley and downtown San Francisco. Staff has coordinated with FTA staff to discuss the process for completion of the Final EIS/EIR. FTA has recently expressed that it will not be able to complete the NEPA process and issue a Record of Decision because a long-term operational funding source is not available for the service. Staff is assessing possible approaches to moving this project forward in 2016.

SYSTEM STUDIES

2016 Short Range Transit Plan – WETA released a draft of its FY2015/16-2024/25 Short Range Transit Plan for public review and comment at the January board meeting. The comment period closes on February 19 with a scheduled consideration for final adoption by the WETA Board at its March 3, 2016 meeting. The Metropolitan Transportation Commission (MTC) requires each transit operator receiving federal transit funding to prepare, adopt, and submit a Short Range Transit Plan (SRTP) outlining its public transit services and related operating and capital costs and projects over a ten-year projection period. These plans are used to verify compliance with various federal requirements and to validate system capital rehabilitation and replacement projects and needs submitted for funding through separate MTC and Federal Transit Administration grant processes.

WETA Strategic Plan – WETA released its draft 20-year Strategic Plan at the January board meeting for public input. Like the SRTP, the Strategic Plan is posted on the WETA website and will receive comments until February 19. The tentative schedule is for a March 2016 Board adoption. The Draft WETA Strategic Plan is the result of a planning process that began in March 2015 with an introductory Board workshop that provided agency and service background information and identified strategic areas for discussion. A second workshop in May 2015 reviewed and validated the Board-adopted mission and vision statements and provided an opportunity to consider new WETA policies related to service performance and expansion. Taking input from the Board, WETA staff spent the summer reaching out to stakeholders, sharing draft strategic plan policies and gaining valuable input for the eventual draft plan.

Alameda Terminals Access Study – 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 on to adjacent streets and informal parking lots. WETA initiated work on an Alameda Terminals Access Study in 2014 as a means to identify immediate, medium and long-term solutions to improve customer access to these terminals. As an outgrowth of this work, the City of Alameda Transportation Commission formed an Ad Hoc Subcommittee, made up of Transportation Commission members and City of Alameda, WETA and AC Transit and local community organization staff to investigate potential City improvements for ferry terminal access during the spring of 2015.

Initial work identified through the study outreach and taken up by the Ad Hoc Subcommittee focused on parking improvements to Harbor Bay terminal area and restoring AC Transit feeder bus service to Main Street terminal. The Ad Hoc Subcommittee and City adopted an overflow parking plan for the Harbor Bay Terminal in April 2015 that is in the process of being

implemented by City staff. WETA staff spent a number of months working with the Ad Hoc Subcommittee and AC Transit staff in an effort to develop a new service route in Alameda that would, amongst other things, serve to restore feeder bus service to the Main Street terminal. This effort was ultimately not supported by the City Council, which voted at their February 2 meeting to support an alternative service route serving the northern waterfront instead.

In addition, WETA staff has worked with City staff since spring 2015 to open the Officer's Club parking lot as an overflow lot for the Main Street terminal. Construction of needed improvements, to be lead by City staff and funded by WETA, is scheduled to begin in March. Staff will shift its focus to additional improvements that can be made related to alternative modes such as buses, shuttles, bicycles, and pedestrian improvements after the parking improvements are underway. Installation of 12 bicycle lockers at the Main Street terminal is scheduled for February 22nd. These lockers will help provide more weather protected secure bicycle parking at the Main Street terminal. Staff anticipates bringing forward the Access Plan and a discussion of the many ongoing work efforts in support of this plan in spring 2016.

Alameda Seaplane Lagoon Study - The City of Alameda has proposed a new ferry terminal located along Seaplane Lagoon on the former Naval Air Station at Alameda Point. Consistent with terms of the 2011 Transition Agreement executed between WETA and the City of Alameda, both parties have been working together to explore the viability of a new ferry service connecting Seaplane Lagoon and San Francisco over the past year.

Staff has been working with the City of Alameda on a draft a Memorandum of Understanding (MOU) that would set forth the terms and conditions under which a Seaplane Lagoon Ferry Service would be implemented, including construction of new facilities and the profile of service operations. The City's designated developer of the Seaplane Lagoon property -- Alameda Point Partners -- recently explored using a private sector operator for a Seaplane Lagoon ferry service. City staff has indicated that the developer concluded that WETA is its first choice to operate the service and has re-engaged staff in developing a service MOU. Staff anticipates bringing an MOU to the WETA Board for consideration in the spring, after consideration and adoption by the Alameda City Council.

Mission Bay Ferry Terminal – The NBA Champion 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 but no significant planning or development work has been conducted to date and no funding exists to develop this as a terminal site. The Warriors and the City released an Environmental Impact Report for the proposed arena in early June, 2015, that does not consider a new ferry terminal or ferry service as a part of its project. The final Environmental Impact Report calls for a \$60 million fund for transportation improvements in the area of the new arena. Specific improvements called for in the document include new light rail cars and a new station. The fund, which will be administered by a committee of Mission Bay property owners, includes \$6 million in annual operating revenues for transit and traffic management. Staff has been working with Port of San Francisco staff on an engineering feasibility and site selection study for a future Mission Bay ferry terminal. Release of the study is expected in the spring.

Site Feasibility Studies – Site feasibility reports have been prepared in cooperation with the cities of Hercules, Martinez, Antioch, and Redwood City in an effort to identify site constraints and design requirements and better understand project feasibility and costs associated with development of terminals and services to these cities. The Contra Costa County Transportation Authority, as the county transportation planning and funding authority, has utilized this information to develop a Financial Feasibility of Contra Costa Ferry Service Report (completed

June 2014) to assess the feasibility of implementing ferry services in the county. The report concludes that of the candidate ferry terminals in Contra Costa County, only the Richmond project is financially feasible at this time.

OTHER

CPUC Applications for New Ferry Operations – Two private ferry operators, PropSF and Tideline Marine Group, have recently applied to the Public Utilities Commission of the State of California (CPUC) for the authority to operate as scheduled vessel common carriers with flexible rates between points in various cities in the San Francisco Bay Area. Blue and Gold Fleet and WETA both filed protests to PropSF's August 2015 application. WETA's protest was based upon the broad and relatively undefined nature of the operating authority that PropSF requested in their application. This matter has been assigned to a CPUC administrative law judge for hearing. PropSF submitted an amended application to CPUC on January 19, 2016, that provides more specific information regarding service routes, schedules and rates proposed, addressing several, but not all, of the concerns outlined in WETA's protest. Comments on the revised application are due to CPUC no later than February 18. An item is included on the February 11 Board meeting agenda to discuss this matter.

Emergency Response Activities Update – WETA's enabling legislation, SB 976 as amended by SB 1093, directs the agency to provide comprehensive water transportation and emergency coordination services for the Bay Area region. Staff is currently working on the following emergency response related activities:

External and Internal Emergency Plan Updates: Navigating Preparedness Associates is currently under contract to assist staff with evaluating and updating existing emergency response plans and capabilities. The external WETA Emergency Response Plan (ERP) has been developed to guide the WETA's provision of emergency services in a catastrophic event (such as a major earthquake on the southern Hayward or San Andreas faults) that necessitates a Governor's Proclamation of Emergency and a Stafford Act Disaster Declaration. The WETA's internal Emergency Operations Plan is an appendix to the external plan and will address all other transportation incidents or required changes in service levels. The draft ERP is complete and was reviewed and discussed with the California Office of Emergency Services (Cal OES) on February 2. Staff held a Plan Validation meeting on January 29 and received comments on the Draft Plan from key stakeholders including CalOES, Federal Emergency Management Agency, US Coast Guard Sector SF, US Department of Transportation, Maritime Administration, Metropolitan Transportation Commission, CalTrans, California Highway Patrol, Blue & Gold Fleet, Golden Gate Ferry, Operational Areas with ferry terminals, Ports of Oakland and San Francisco, the Urban Area Security Initiative, Masters Mates and Pilots, and Inlandboatmen's Union of the Pacific. An outreach meeting with a wider group of stakeholders is scheduled for February 12. Staff anticipates being in a position to bring a final plan for Board consideration in March.

Bay Ferry IV Regional Emergency Response Exercise: On January 20, Kevin Donnelly participated in the Bay Ferry IV Regional Emergency Response Full-Scale Exercise as an evaluator. Lauren Gularte also observed the exercise. The lead agencies responsible for the exercise were the Golden Gate Bridge Highway and Transportation District and the California Maritime Academy, Vallejo. The exercise involved more than 28 agencies with over 600 participants and took place in two separate locations (Treasure Island East Docks and surrounding waters and the San Francisco Bay Ferry Jack London Square Facility). Participating organizations represented Federal, State, Regional, County, and City Emergency Services, including the FBI, USCG, Department of Homeland Security, and California National Guard. Bay Area Passenger vessel

operators were also well represented with Golden Gate Ferries, Blue and Gold Fleet, Horblower Cruises, and the SS Potomac Society providing vessels and staff for the exercise. The scope of play for the exercise required the implementation of an incident response and unified command, supporting responders in the field to perform those actions associated with a possible maritime terrorism incident. The activities for the exercise were based on the guidance contained in the San Francisco Vessel Mutual Assistance Plan (SF V-MAP) and the San Francisco Maritime Security Plan. Specific areas of concentration for the exercise included incident command and control, interoperable communications, victim rescue, hazard identification, site security and crowd control, and device recovery and dispatch. The exercise proved to be a tremendous success. An After Action Report is currently being compiled and will provide useful information in identifying areas that may benefit from improvement as well as identify areas that need no refinement.

A short video of the Bay Ferry III exercise can be viewed at:

<http://youtu.be/cx6T446g3Bw>

Transportation Response Planning (TRP) Quarterly Steering Committee Meeting:

On January 14th, Kevin Donnelly attended the the quarterly TRP meeting in which the Draft of the After Action Report/Improvement Plan (AAR/IP) related to the Metropolitan Transportation Commission (MTC) table top exercise that took place in December was discussed. The purpose of the exercise was to evaluate regional coordination of transportation response actions immediately prior to and during a catastrophic El Nino storm scenario. The purpose of the AAR/IP is to analyze the exercise results, identify strengths to be maintained and built upon, identify potential areas for further improvements, and support development of corrective actions. A final report/plan will be compiled based on the discussions.

VEOCI: Staff is currently working to implement, VEOCI, a web-based, virtual EOC information and resource management system that will allow staff to access an online workspace for emergency management activities in the EOC and if they are unable to report to WETA's EOC or if they are in the field. VEOCI is anticipated to be used for:

- Staff notification
- Internal and External Communications
- Managing tasks and resources
- Document storage
- Compiling information for reports/situational awareness
- Reimbursement documentation

This system will be compatible with the State of California's web based resource management system, CalEOC and is expected to be complete in the fall.

Coast Guard Manning Requirements - In response to a 2015 U.S. Coast Guard (USCG) initiative, staff has been working closely with the USCG Inspections unit (San Francisco Sector) in 2015 to review and verify the current manning levels required on WETA's fleet of vessels. As a result of this work, the WETA vessels current manning levels remain in place; this is noted in the vessel files and on each vessel Certificate of Inspection. Staff is working with the Coast Guard to close out this matter.

KEY EXTERNAL OUTREACH/BUSINESS MEETINGS

On January 20, Kevin Donnelly participated as an evaluator and Lauren Gularte participated as an observer in the Bay Ferry IV Regional Emergency Response Exercise.

On January 21, Kevin Connolly and Chad Mason met with a subcommittee of the City of Richmond Design Review Board to discuss the design of the Richmond Ferry Terminal.

On January 22, Nina Rannells and Kevin Connolly attended the Bay Area Council's Water Transit Subcommittee meeting.

On January 25, Nina Rannells attended the Clipper 2 Executive Committee meeting held in Oakland.

On January 27 and 28, Keith Stahnke attended the Vessel Replacement monthly progress meeting and witnessed engine emissions testing.

On January 29, Lauren Gularte, Keith Stahnke and Kevin Donnelly attended the WETA Emergency Response Plan Validation meeting with key stakeholders to review the draft plan and receive comments.

On January 29, Nina Rannells attended the Bay Area Partnership Board meeting held in Oakland.

On February 3rd, Kevin Donnelly attended USCG Sector San Francisco Small Passenger Vessel Industry Day held on Coast Guard Island in Alameda. Industry Day provides a unique opportunity for operators and owners of passenger vessels to discuss issues or concerns they may have with USCG officers, inspectors, and staff. It also allows for members of the USCG to present topics pertinent to the Passenger Vessel Industry. The day began with an enthusiastic welcoming from the Captain of the Port, Captain Greg Stump. The day continued with agenda items covering Recordkeeping, Common Deficiencies, Marine Casualty Guidance, Aids to Navigation, Out of Water Survival Craft Policy, Submitting Plan Reviews, and a brief of Super Bowl 50 Security Activities.

OPERATIONS REPORT

Super Bowl Service – Additional ferry service was provided during Super Bowl City activation (January 30 through February 7) on the Alameda/Oakland and Vallejo routes. Schedule enhancements included 3 additional San Francisco weekday departures and implementation of expanded (summer) weekend schedules. In addition, special service for the February 6 "Night Before Concert" featuring Metallica and Cage the Elephant at AT&T Park was provided from Oakland, Alameda Main Street, and Vallejo. Both the Vallejo and Alameda/Oakland ferries sold out. There were no changes to the South San Francisco or Harbor Bay services.

Monthly Operating Statistics - The Monthly Operating Statistics Reports for December 2015 is provided as Attachment A.

Attachment A

Monthly Operating Statistics Report December 2015

		Alameda/ Oakland	Harbor Bay	South San Francisco	Vallejo*	Systemwide	
Boardings	<i>vs. last month</i>	Total Passengers December 2015	66,487	21,508	7,956	64,838	160,789
		Total Passengers November 2015	71,258	22,486	9,847	64,056	167,647
		Percent change	-6.70%	-4.35%	-19.20%	1.22%	-4.09%
	<i>vs. same month last year</i>	Total Passengers December 2015	66,487	21,508	7,956	64,838	160,789
		Total Passengers December 2014	53,139	17,864	7,014	54,979	132,996
		Percent change	25.12%	20.40%	13.43%	17.93%	20.90%
	<i>vs. prior FY to date</i>	Total Passengers Current FY To Date	602,592	149,499	59,867	490,050	1,302,008
		Total Passengers Last FY To Date	465,593	123,840	49,699	438,211	1,077,343
		Percent change	29.42%	20.72%	20.46%	11.83%	20.85%
	Avg Weekday Ridership December 2015	2,551	978	362	2,623	6,513	
Ops Stats	Passengers Per Hour	159	150	47	138	134	
	Revenue Hours	418	143	169	471	1,201	
	Revenue Miles	5,667	3,161	2,690	12,950	24,468	
Fuel	Fuel Used (gallons)	32,786	11,456	14,123	115,411	173,775	
	Avg Cost per gallon	\$1.48	\$1.48	\$1.48	\$1.67	\$1.60	

* Vallejo ridership includes ferry + Route 200 bus passengers. December bus ridership totaled 5,823.

MEMORANDUM

TO: Board Members

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

**SUBJECT: Monthly Review of FY 2015/16 Financial Statements for Six Months
Ending December 31, 2015**

Recommendation

There is no recommendation associated with this informational item.

Summary

This report provides the attached FY 2015/16 Financial Statements for six months ending December 31, 2015.

Operating Budget vs. Actual

	Prior Actual	Current Budget	Current Actual
Revenues - Year To Date:			
Fare Revenue	7,042,030	7,313,570	8,506,831
Local Bridge Toll Revenue	7,616,669	9,641,197	5,754,247
Other Revenue	500	286,612	141,627
Total Operating Revenues	14,659,199	17,241,379	14,402,704
Expenses - Year To Date:			
Planning & Administration	979,505	1,512,329	1,285,056
Ferry Services	13,679,693	15,729,050	13,117,647
Total Operatings Expenses	14,659,199	17,241,379	14,402,704
System-Wide Farebox Recovery %	51%	46%	65%

Capital Actual and % of Total Budget

	YTD Actual	% of FY 2015/16 Budget
Revenues:		
Federal Funds	5,264,754	17.24%
State Funds	6,830,520	27.70%
Bridge Toll Revenues	2,827,474	22.40%
Other Local Funds	894,774	25.11%
Total Capital Revenues	15,817,522	22.16%
Expenses:		
Total Capital Expenses	15,817,522	22.16%

Fiscal Impact

There is no fiscal impact associated with this informational item.

END

San Francisco Bay Area Water Emergency Transportation Authority
FY 2015/16 Statement of Revenues and Expenses
For Six Months Ending 12/31/2015

% of Year Elapsed 50.4%

	Current Month	Year - To - Date			Budget	
		FY2014/15 Actual	FY 2015/16 Budget	FY 2015/16 Actual	FY 2015/16 Total	% of Total
OPERATING EXPENSES						
<u>PLANNING & GENERAL ADMIN:</u>						
Wages and Fringe Benefits	98,422	587,038	760,197	600,659	1,508,000	39.8%
Services	135,639	338,466	750,115	656,407	1,488,000	44.1%
Materials and Supplies	619	4,020	14,115	6,126	28,000	21.9%
Utilities	1,983	4,864	11,595	9,918	23,000	43.1%
Insurance	-	18,335	11,595	-	23,000	0.0%
Miscellaneous	1,706	34,773	60,493	38,355	120,000	32.0%
Leases and Rentals	25,150	139,390	151,737	145,642	301,000	48.4%
Admin Overhead Expense Transfer	(25,598)	(147,380)	(247,518)	(172,051)	(491,000)	35.0%
Sub-Total Planning & Gen Admin	237,921	979,505	1,512,329	1,285,056	3,000,000	42.8%
<u>FERRY OPERATIONS:</u>						
<u>Harbor Bay FerryService</u>						
Purchased Transportation	133,729	674,571	921,159	766,757	1,827,300	42.0%
Fuel - Diesel & Urea	16,943	203,140	232,395	143,903	461,000	31.2%
Other Direct Operating Expenses	28,574	174,011	251,752	180,354	499,400	36.1%
Admin Overhead Expense Transfer	4,564	28,590	41,337	30,042	82,000	36.6%
Sub-Total Harbor Bay	183,810	1,080,312	1,446,643	1,121,056	2,869,700	39.1%
Farebox Recovery	54%	50%	41%	61%	41%	
<u>Alameda/Oakland Ferry Service</u>						
Purchased Transportation	389,258	2,738,708	2,955,267	2,865,587	5,862,350	48.9%
Fuel - Diesel & Urea	48,490	662,746	795,510	495,266	1,578,050	31.4%
Other Direct Operating Expenses	65,973	342,162	608,460	374,993	1,207,000	31.1%
Admin Overhead Expense Transfer	11,654	56,565	110,400	78,173	219,000	35.7%
Sub-Total Alameda/Oakland	515,376	3,800,182	4,469,637	3,814,019	8,866,400	43.0%
Farebox Recovery	50%	55%	50%	69%	50%	
<u>Vallejo FerryService</u>						
Purchased Transportation	640,912	4,362,704	4,660,780	4,746,139	9,245,570	51.3%
Fuel - Diesel & Urea	192,437	2,266,332	2,546,167	1,531,931	5,050,820	30.3%
Other Direct Operating Expenses	83,118	478,818	745,608	488,239	1,479,060	33.0%
Admin Overhead Expense Transfer	4,066	27,408	45,370	28,611	90,000	31.8%
Sub-Total Vallejo	920,533	7,135,261	7,997,925	6,794,920	15,865,450	42.8%
Farebox Recovery	66%	57%	51%	70%	51%	
<u>South San Francisco FerryService</u>						
Purchased Transportation	183,148	1,139,831	1,168,476	1,003,061	2,317,900	43.3%
Fuel - Diesel & Urea	20,887	283,363	318,849	182,168	632,500	28.8%
Other Direct Operating Expenses	28,253	205,927	277,109	167,198	549,700	30.4%
Admin Overhead Expense Transfer	5,314	34,817	50,411	35,226	100,000	35.2%
Sub-Total South San Francisco	237,601	1,663,938	1,814,845	1,387,653	3,600,100	38.5%
Farebox Recovery	24%	19%	20%	29%	20%	
Total Operating Expenses	2,095,241	14,659,199	17,241,379	14,402,704	34,201,650	42.1%
OPERATING REVENUES						
Fare Revenue	1,019,077	7,042,030	7,313,572	8,506,831	14,507,900	58.6%
Local - Bridge Toll	1,076,164	7,616,669	9,641,197	5,754,247	19,125,200	30.1%
Local - Alameda Tax & Assessment	-	-	286,612	-	568,550	0%
Local - Other Revenue	-	500	-	141,627	-	0%
Total Operating Revenues	2,095,241	14,659,199	17,241,379	14,402,704	34,201,650	42.1%

**San Francisco Bay Area Water Emergency Transportation Authority
FY 2015/16 Statement of Revenues and Expenses
For Six Months Ending 12/31/2015**

Project Description	Project #	Current Month	Project Budget	Prior Years Actual	FY2015/16 Budget	FY2015/16 Actual	Future Year	% of Total Project Budget
CAPITAL EXPENSES								
FACILITIES:								
Maintenance and Operations Facilities								
North Bay Operations & Maintenance Facility	302006	605,923	31,082,000	17,978,666	13,103,334	4,481,116	-	72%
Central Bay Operations & Maintenance Facility	302005	45,604	45,600,000	3,182,898	14,317,102	611,489	28,100,000	8%
Float Rehabilitation/Replacement								
Regional Spare Float Replacement	130004	120,845	3,862,000	1,457,429	2,404,571	1,662,436	-	81%
Replace Mooring Piles - Harbor Bay Float	160001	75,046	450,000	-	450,000	284,322		
Terminal Improvement								
Electronic Bicycle Lockers	150001	-	79,500	-	79,500	-	-	0%
Channel Dredging - Vallejo Ferry Terminal	150003	-	1,900,000	57,854	1,842,146	1,518,215	-	83%
Terminal Access Improvement	160002	15,771	250,000	-	250,000	60,851		24%
FERRY VESSELS:								
Major Component Rehabilitation / Replacement								
Vessel Engine Overhaul - Gemini Class Vessels	140002	189	1,320,000	777,927	542,073	473	-	59%
Vessel Engine Overhaul - Taurus	160010	95,858	300,000	-	300,000	96,971		32%
Selective Catalyst Reduction (SCR) System Overhaul	160003	-	1,400,000	-	700,000	-	700,000	0%
Major Component & Waterject Rehab - Intintoli	160004	442,497	2,860,000	-	2,860,000	534,868	-	19%
Major Component Rehabilitation - Solano	160005	-	430,000		430,000			0%
Vessel Mid-Life Repower/Refurbishment								
Vessel Mid-Life Refurbishment - Peralta	140005	-	5,260,000	3,373,932	1,886,068	16,349	-	64%
Vessel Quarter-Life Refurbishment - Gemini	160006	11,347	2,400,000	-	2,400,000	126,832		5%
Vessel Expansion/Replacement								
Purchase Replacement Vessel - Express II & Encinal	130002	1,489,838	33,951,000	3,227,001	17,086,999	5,283,136	13,637,000	25%
Purchase Replacement Vessel - Vallejo	150002	851	21,052,000	387	4,999,613	2,641	16,052,000	0%
CAPITAL EQUIPMENT / OTHER:								
Purchase Heavy Duty Forklift	160007	-	120,000	-	120,000	-	-	0%
Purchase Utility Vehicles	160008	-	35,000	-	35,000	-	-	0%
SERVICE EXPANSION:								
Environmental Studies / Conceptual Design								
Berkeley Terminal - Environ/Concept Design	321001	-	2,335,000	2,186,799	148,201	-	-	94%
Terminal/Berthing Expansion Construction								
Downtown Ferry Terminal Expansion - South Basin	325001	233,828	79,580,000	3,269,602	4,180,398	889,081	72,130,000	5%
Richmond Ferry Terminal	322002	13,607	17,062,500	791,931	1,240,569	246,826	15,030,000	6%
Expansion Ferry Vessels								
Richmond Ferry Vessels - 2 each	160009	-	42,000,000	-	2,000,000	1,917	40,000,000	0%
Total Capital Expenses		3,151,204	293,329,000	36,304,428	71,375,573	15,817,522	185,649,000	
CAPITAL REVENUES								
Federal Funds		961,678	65,515,756	9,114,783	30,529,489	5,264,754	25,871,485	22%
State Funds		1,043,998	166,257,383	22,272,394	24,660,205	6,830,520	119,324,784	18%
Local - Bridge Toll		827,523	54,815,921	3,467,192	12,622,848	2,827,474	38,725,881	11%
Local - Alameda Sales Tax Measure B / BB		302,996	5,139,940	1,450,059	2,323,031	837,909	1,366,850	45%
Local - Alameda TIF / LLAD		15,009	450,000	-	90,000	56,865	360,000	13%
Local - San Francisco Sales Tax Prop K		-	1,100,000	-	1,100,000	-	-	0%
Local - Transportation Funds for Clean Air		-	50,000	-	50,000	-	-	0%
Total Capital Revenues		3,151,204	293,329,000	36,304,428	71,375,573	15,817,522	185,649,000	

MEMORANDUM

TO: Board Members

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

SUBJECT: WETA Federal Legislative Board Report – February 1, 2016

This report is divided into three sections:

1. FHWA Ferry Boat Program Funding Behind Schedule
2. Continuing Advocacy for WETA FTA Grant Application
3. Port Security Grants

Overall, there is continuing movement of the staff of the Northern California Congressional Delegation which has required getting the new staff up to speed so that they are able to assist in gaining their Members' advocacy for transit grants for WETA, and soon, for the Port Security Grants. Also, we have had shifting in two key offices impacting WETA – Washington state Senator Maria Cantwell, with jurisdiction over transportation generally, and maritime specifically and an advocate for grants leading to ferry construction in Washington shipyards. Similarly, Rep. Larson of Washington State has been a vigorous advocate for the shipyards in his Washington state District and for federal funding to the transit authorities which purchase boats in Washington State. His highly competent staff has departed; we are briefing current staff. These relationships are key to success in the following areas:

FHWA Ferry Boat Program Funding Behind Schedule

The Federal Highway Administration (FHWA) has not yet distributed funds for Fiscal Year 2015 for the Ferry Boat Program because the agency is awaiting updated results from the Bureau of Transportation on the 2014 National Census of Ferry Operators. Once that information is received and processed the Ferry Boat Program funding will be distributed. We are keeping in touch with FHWA in an effort to expedite this process.

This is also true for the FY16 funds, although the FY16 funds will be based on the new formula, and it is not clear if the agency will wait to distribute FY16 funds until new guidance has been developed. You recall that the recently enacted FAST Act (P.L.114-94) extends the Ferry Boat Program for another five years, while increasing the annual funding for the program from \$67 million to \$80 million and changing the formula to one that is more favorable for WETA. These changes will require the agency to update its guidance.

Although the funding may be late, there is no risk that it won't show up.

Continuing Advocacy for WETA FTA Grant Application

We are asking the San Francisco Bay Area Congressional delegation to remind the Federal Transit Administration (FTA) of the delegation's support for the WETA grant application for \$4 million for the Downtown San Francisco Ferry Terminal Expansion project from the ferry grant program. With the agency unlikely to announce Ferry Discretionary Grant Program awards until later this year, we want to be sure that WETA remains front and center. We are also on the look-out for a funding announcement for FY16 funds.

Port Security Grants

With President Obama signing the FY16 Omnibus Appropriations bill into law in December, agencies are working to spend the money before the end of the current fiscal year which ends on September 30. For agencies that administer competitive grant programs that means putting together the Notices of Funding Availability (NOFA) that potential grantees will respond to in the coming weeks and months. We expect to see the agency call for

applications for the Port Security Grant Program during the first quarter of 2016. \$100 million is available nationally.

END

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

(January 14, 2016)

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

1. CALL TO ORDER – BOARD CHAIR

Chair Jody Breckenridge called the meeting to order at 1:03 p.m.

2. PLEDGE OF ALLEGIANCE AND ROLL CALL

Chair Breckenridge led the Pledge of Allegiance. Other directors present were Director Jeffrey DelBono, Director Timothy Donovan and Director Anthony Intintoli.

3. REPORT OF BOARD CHAIR

No report.

4. REPORTS OF DIRECTORS

Director DelBono suggested holding future Board meetings at times other than in the middle of weekdays for the convenience of Alameda residents and consultants. Chair Breckenridge said that to be as inclusive as possible, the Board may want to consider holding meetings at various times of day and also occasionally at locations other than the WETA office in San Francisco. Executive Director Nina Rannells said that in the past, meetings had been held at various times in both Alameda and Vallejo and that she could look into doing this for occasional meetings. Chair Breckenridge added that she hoped interested citizens were participating in outreach done in their own communities by their City representatives, with WETA staff engagement, throughout planning cycles of interest to them. She also noted that WETA customers were generally in San Francisco during the midday and could attend WETA's scheduled meetings. She recommended that staff prepare an agenda item for a future Board discussion regarding the option to alter the times and places of occasional Board meetings during the year.

5. REPORTS OF STAFF

Ms. Rannells referred the Board to her written report and to a letter dated January 11 from Richmond Mayor Tom Butt that asked Directors to include an alternative propulsion technologies component in the Richmond ferry vessel procurement process. Ms. Rannells then introduced Operations Manager Keith Stahnke who had just returned from Florida after attending the Electric & Hybrid Marine World Expo and with whom she had recently met with Siemens to discuss their hybrid-electric vessel technologies.

Mr. Stahnke said he had spent three days at the conference meeting with manufacturers and systems integrators and in that process, had learned that much innovation was taking place in Europe and some work was also being done in the United States. He said he also learned that because of the profiles of WETA's service routes and vessel use requirements, alternative technology considerations would presently be difficult for WETA to successfully implement. Mr. Stahnke said work was nearing completion on an independent study for the North Bay vessel procurement by WETA contractor Elliott Bay Design Group, industry experts in naval architecture, engineering, vessel construction and propulsion systems. Mr. Stahnke said he looked forward to sharing the findings in that report with the Directors by the March Board meeting.

Chair Breckenridge noted that she anticipated that the discussion would be more robust with Directors once the Board had received full information on this subject and that she looked forward to the report expected in March.

Director Intintoli asked for an update on the North Bay Operations and Maintenance Facility construction. Ms. Rannells said final completion was expected in May, and she suggested a date for a ribbon cutting ceremony be decided soon.

Chair Breckenridge asked for an update on meetings and discussions with Super Bowl 50 City planners. Ms. Rannells asked Public Information & Marketing Manager Ernest Sanchez to share an update on staff efforts to accommodate existing and potentially expanded ridership demand during those festivities.

Mr. Sanchez said staff continued to work closely with the Super Bowl 50 Host Committee which had a strong focus on security. He explained that between January 30 and February 7, three security gates with metal detectors would be set up between the Embarcadero and Super Bowl City to screen anyone wishing to enter. He said there would be two options for ferry riders to circumvent those gates by walking around either the north or south ends of the cordoned off pop-up city. Mr. Sanchez added that he would be meeting on January 21 with the U.S. Coast Guard (USCG), Blue & Gold Fleet, and the Port of San Francisco to discuss procedures in the event of a security threat change from MARSEC Level 1 to 2 during the events. He said WETA would be disseminating information to its riders and the public to explain the security level details and other important information related to the festivities through extensive signage at the Ferry Building, hard copy flyers, the Bay Alerts system of emails and texts, onboard captain announcements, Super Bowl 50 Volunteers and extra on-site Guest Assistance Representatives, and in notices and schedules posted on the WETA website. He said of particular note was that no liquids (coffee, etc.) or bicycles would be permitted to be taken into the pop-up city and ferry riders would be forewarned of such details to help them more efficiently plan their trips. Mr. Sanchez added that there were plans to set up a bicycle valet near the lagoon at the South Ferry Terminal (Gate E) for ferry riders and other bicyclists to leave their bikes for the day should they so desire.

Mr. Sanchez said that service would be expanded for the week, with two additional weekday and four additional weekend day departures on the Alameda/Oakland route. Vallejo riders would have five additional departure options, one on weekdays and four on weekend days, with no schedule changes to Vallejo's Route 200 bus service. He added that special event service had been added to and from the Metallica concert at AT&T Park for Alameda, Oakland and Vallejo riders on the evening of February 6.

Chair Breckenridge reiterated her concerns about possible delays and impasses that the Super Bowl 50 festivities could potentially present for people trying to get to the waterfront. She asked the Board if they wanted to change the date of the February Board meeting from February 4, when the Super Bowl 50 pop up village and festivities would be in full swing creating possible difficulties in getting to the meeting at the WETA office, to the following Thursday, February 11. She added that Vice Chair Wunderman had preferred February 11 to February 4. The Directors all agreed it made better sense to change the meeting to February 11.

Director Donovan asked if there would be any changes to the South San Francisco service route during the festivities. Mr. Sanchez said the regular South San Francisco schedule would remain in effect to give riders the opportunity to get to San Francisco and then get back home again on weekdays. He explained that no additional evening service would be added to the route because there was no fleet capacity to support the additional service.

PUBLIC COMMENT

Veronica Sanchez of Masters, Mates & Pilots asked when the Super Bowl 50 schedule changes would go into effect. Mr. Sanchez explained they would take effect on January 30 and run through February 7 and added that the new schedules would be published by January 19.

Director Intintoli said he would like to have a future meeting in which the Board focused on the issue of funding, both for current operations and potential future service expansion. Director Intintoli said he did not want WETA to do what so many private businesses in the Bay Area had done in expanding their businesses without securing adequate funding to do so, subsequently failing in their expansion efforts and often collapsing altogether.

Ms. Rannells referred the Board to the Federal Legislative Board Report and said she had asked Barry Broad, Principal of Broad & Gusman and WETA's California Legislative Representative, to attend an upcoming Board meeting to provide an in-person report to Directors.

6. CONSENT CALENDAR

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

- a) Board Meeting Minutes – December 10, 2015

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

Yeas: Breckenridge, DelBono, Donovan, Intintoli. Nays: None. Absent: Wunderman.

7. AUTHORIZE RELEASE OF A DRAFT FY 2015-16 TO FY 2024-25 SHORT RANGE TRANSIT PLAN FOR PUBLIC COMMENT

Ms. Rannells prefaced the item presentation by explaining that drafts of the Short Range Transit Plan (SRTP) and the Strategic Plan (SP) were being presented in concert because the two documents complemented each other. She said that while each plan served a different purpose the two Plans had great synergy between them, and it was important to present them to the Board and the public together for review and feedback. She said staff looked forward to bringing the Plans back to the Board in March, once feedback had been received and incorporated into the final versions. Ms. Rannells then introduced Senior Planner Michael Gougherty who presented the item to authorize the Executive Director to release the draft FY 2015-16 to FY 2024-25 SRTP for public comment.

Mr. Gougherty provided an overview of the SRTP. He explained that the SRTP was a fiscally constrained, ten-year plan that set forth agency mission values and policy guidance and was, more broadly, a document used for WETA's planning process. He emphasized that the SRTP was only for projects already planned for execution in the next ten years which had already been substantially or fully funded. He said that unlike the Strategic Plan, the SRTP would normally get updated on a regular cycle – every two to three years – and added that its budget components could be updated even more often as deemed necessary to reflect the annual budget process and planning.

Chair Breckenridge further clarified that the SRTP included a how-to for its projects whereas the Strategic Plan more generically contained a vision for which funding had not yet been secured or identified. She added that there would be a separate plan, similar to a standard business plan, to detail the specifics for that vision's execution.

Director Intintoli asked if the SRTP would be updated if a project not already included was to become feasible in the next few years and Mr. Gougherty said yes. Mr. Gougherty further noted that Emergency Response, a key component of WETA's legislated mandate and a unique one in comparison to other public transit operators, would not be addressed in the SRTP but was included as a part of the Strategic

Plan. He added that Emergency Response was comprehensively detailed in the WETA Emergency Response Plan, on which the Board had received a status update at the December meeting.

Mr. Gougherty reviewed WETA's projected reserve funding summary and explained that this element that had not been in the prior SRTP would be included in the updated 2016 SRTP. Mr. Gougherty said there were three different reserve funds. The first was a fixed, \$3 million capital reserve fund to allow for unexpected capital repairs and replacement needs. The second, an operating reserve of 17 percent of the annual operating budget, would allow service to operate for two months if all operations funding were to be unexpectedly exhausted. The third and final reserve fund of a fixed \$17 million was unrestricted, Mr. Gougherty said. Because the subsidies WETA received did not increase over time, this third reserve fund was crucial to balance the operating and capital budgets by filling any unexpected gaps, he explained. Ms. Rannells added that this third reserve fund was already in place as a natural outgrowth of fiscal management, relatively stable costs, and decreasing fuel prices. She said in the event that fuel prices did increase, the reserve could cover a shortfall in the budget for a short time but that obviously, the reserve could be depleted pretty quickly once utilized. Mr. Gougherty said that this final reserve was expected to be depleted by the end of the ten year period of the SRTP. Ms. Rannells further clarified that the funds in the third reserve were from Regional Measure 1 which do not have the same restrictions as Regional Measure 2, and can be rolled forward if not spent in a year.

Chair Breckenridge asked if the SRTP would need to be sent to The Federal Transit Administration (FTA) as well as to The Metropolitan Transportation Commission (MTC). Ms. Rannells explained that WETA's obligation is to forward the plan to the MTC, and that it is used to meet FTA planning requirements. She explained that the bulk of federal money for transportation in the region was divvied up and programmed for distribution by MTC. She added that the SRTP was referenced during engagement with MTC and was a requirement to qualify for federal funding.

Director DelBono asked how stakeholders, partners and the public would be able to access the Drafts of the SRTP and the Strategic Plan to provide feedback. Manager of Planning and Development Kevin Connolly said the Drafts would be posted to the WETA website where people could easily access, read, review, research, and provide feedback on the plan drafts. He added that individual meetings with local governments would take place, and said letters and emails could also be sent directly to WETA by anyone wishing to share feedback on the Plans. Director DelBono said development partners who were not riders but were interested in transportation issues would want to provide feedback as well, and he asked how those partners would do so. He also said it was important for communities and partners to be educated to better understand the funding requirements for operations. Chair Breckenridge said she hoped that communities served by current and future planned service would be regularly engaging their citizens to help spread the word and solicit their own feedback to digest and share.

PUBLIC COMMENT

City Engineer and Director of Public Works Mike Roberts of the City of Hercules said Hercules applauded WETA's recent planning efforts and work on the SRTP and Strategic Plan and was a strong supporter of WETA. Mr. Roberts said he was surprised that the SRTP made no mention of the Hercules Intermodal Transit Center (ITC) that was presently under construction, which would be the largest transit-related development project in California. He said the new ITC would be transected by the Bay Trail and would serve buses, trains and ultimately, ferries. Mr. Roberts added that he felt the rider projections in the SRTP should be reconsidered given the anticipated impact the ITC was expected to have. Mr. Roberts also explained that the City had identified Hercules Point as a preferred site for a Hercules ferry terminal because this location was expected to significantly reduce previously projected dredging, operational and maintenance costs.

Mr. Roberts further commented that Interstate 80 was one of the most congested traffic corridors in the Bay Area. He said while the City of Hercules was excited about the expanded service WETA had

planned for the City of Richmond in the next few years, it was important to note that Hercules had loaned Richmond half of the Measure J funds it had been entitled to which was what, he felt, had helped to make the Richmond service financially feasible. He added that Hercules recognized that the ferry service in Richmond was a huge regional benefit, and Hercules wanted to participate as possible in their partners' successes to help mitigate the region's transportation challenges. Mr. Roberts said the City of Hercules, as a stakeholder, would like the opportunity to meet with WETA staff to further discuss the Plans during the comment period.

PUBLIC COMMENT

Alameda Point Chief Operating Officer Jennifer Ott from the City of Alameda explained that she oversaw the reuse and redevelopment of the Alameda Naval Air Station as well as efforts to create a citywide transit and transportation management plan. Ms. Ott said Alameda was excited about its partnership with WETA and that City staff would continue to work closely with WETA staff to meet the challenges of ridership demands, traffic congestion reduction, and ferry access improvements, and to sort infrastructure requirements and improvements.

Ms. Ott said the City already had two ferry terminals, both with record-breaking growth in ridership demands, and was excited about creative opportunities for addressing the challenges in getting ferry service into Seaplane Lagoon to provide service to West Alameda where 9,000 jobs were expected to be coming online along with thousands of homes and millions of commercial square feet. Ms. Ott said she and City staff were committed to maintaining a long term partnership with WETA to fund that service successfully and provide transportation that supported the Seaplane Lagoon development. Ms. Ott said City staff would also continue their support of WETA's Central Bay Operations and Maintenance Facility plans, adding that Alameda would provide a robust partnership with WETA and its other partners in support of Regional Measure 3 funding for the ferry in Alameda and elsewhere. Ms. Ott said she looked forward to reviewing the WETA Plans with her colleagues and expected to provide Alameda's formal comments on the Plans during the comment period.

PUBLIC COMMENT

President and Chief Executive Officer of Korve Consulting Hans Korve said the SRTP presented service over the next ten years the same way service was being provided today. He suggested that WETA staff reconsider how passengers were being loaded and unloaded, and said that loading and unloading the vessels simultaneously would increase capacity with no additional expenses because reduced loading and unloading times would mean vessels could make more runs. Mr. Korve used an example of Southwest Airlines versus Alaska Airlines, 8 minutes and 30 minutes to unload and load passengers respectively. He added that it was important to get the boats out quicker and said sequential unloading and loading was inefficient because WETA paid for crews and engine idling. Mr. Korve said WETA should tweak its terminals to get passengers on and off faster, and include those changes in its Plans.

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

Yeas: Breckenridge, DelBono, Donovan, Intintoli. Nays: None. Absent: Wunderman.

8. AUTHORIZE RELEASE OF A WETA STRATEGIC PLAN FOR PUBLIC COMMENT

Mr. Connolly presented this item to authorize the Executive Director to release a draft WETA Strategic Plan (SP) for public comment. He explained that the SP presented a twenty year vision for ferry service in the San Francisco Bay Area and said the document would be used to share with stakeholders and funding partners to provide a history of WTA and WETA, a fundamental understanding of WETA's current operations, and its plans for ferry service and expansion over the next two decades. He emphasized that the SP was a concept plan that would provide high level policy direction to guide other action and implementation plans such as a business plan, feasibility studies and the SRTP.

Mr. Connolly shared a Project Implementation Timeline which listed the Board-adopted steps required to begin new service operations; Project Origin, Feasibility Studies, Project Memorandum of Understanding (MOU), Environmental and Preliminary Design, Permitting and Design, Vessel Procurement, Construction, and Operations Commencement. Director Intintoli noted that the Timeline was crucial for WETA partners, stakeholders and the public to understand. He said when the WTA was originally established – as a planning agency with no operations – significant amounts of time and money were spent on environmental studies for services, without first establishing a project MOU, that did not have funding for implementation or that ended up being infeasible. He emphasized that the MOU had to be secured with all parties onboard and funding feasibility worked out before future environmental studies should ever be done. Chair Breckenridge agreed and reminded the Directors that this had been a driving factor in their adoption of the Expansion Policy.

Chair Breckenridge said it was important to remember that growth could happen in various ways including by adding trips or expanding hours and days for service already in place, and the addition of entirely new service routes with their own terminals and vessels. She said that in thinking about service expansion with regard to staffing levels and capabilities, it would be crucial to include all of the factors involved to support the day to day work for service and expansion projects. She also noted, as an example, that each vessel mid-life overhaul required substantial planning, administrative and funding efforts, as well as contract negotiations, management and oversight. Chair Breckenridge said everyone was excited about growing service, but that growth needed to happen within reality and it was extremely important to keep reality in mind when creating these Plans. She added that safety first was an essential WETA tenet that would remain a foundation for all future planning.

Chair Breckenridge said a key component of the draft SP, not previously included in WETA planning strategies, was private funding partnerships, and said private support could be utilized to further future expansion with the Board adopted Expansion Policy serving as a vital document to help guide such partnerships and projects.

Director Intintoli asked if WETA's current staff of 13 people were truly expected to execute a comprehensive Emergency Response Plan for the Bay Area. Chair Breckenridge said that was a reasonable question and that the Directors would be continuing that discussion with their review of the upcoming Emergency Response Plan, a draft of which would be presented to Directors in the next few months.

Director Donovan said there was a lot of information that had been presented, and the Directors had a lot of work to do in reviewing it all. He said WETA put the customer and its emergency response responsibilities first and that was a good thing. He also said it was likely staff would need to be adjusted to support the great amount of work needed. Chair Breckenridge said further discussions would take place and, in preparation for those discussions, asked the Board to think about how much work should be contracted out and how much work should be kept in-house in staff's hands.

Ms. Rannells said she had begun an internal process to look at staffing in her work on budgeting for the next fiscal year. She noted that the staff level had remained about the same throughout the recent huge ridership growth, and said there were several areas she had concerns about with regard to staffing levels. Ms. Rannells said she would share her findings on staffing levels with Directors soon, and would be providing some analysis to inform those discussions. Chair Breckenridge said building a good business case for funding to support all that was required for the agency as a whole versus piecemeal funding pursuits for staffing, operations, expansion, etc. would be an important objective for Directors to keep in mind for the discussions.

Director DelBono said he felt staff had done a great job on the Plans. He said he remained concerned about those riders who might be squeezed out of ferry service as a viable transit option because of cost.

Using Richmond residents as an example, he said he wanted to be sure low income riders would continue to have access. He added that the inclusion of private partnerships to the Plans was positive, and said that he wanted to see more creative legislative funding options explored and secured. Director DelBono added that with the current limited staff, he recognized that this could be difficult but that there were ways to support those pursuits with additional staffing. He said he also wanted to be sure Directors would be able to review the comments received in response to the Plans.

PUBLIC COMMENT

Bay Area Council (BAC) Policy Manager Emily Loper said Vice Chair Wunderman was sorry to not attend the Board meeting but that he had been called away to Florida for a family obligation. She said he firmly believed in WETA and in water transit, and he felt strongly that the SP should include a more ambitious vision for the future, along with a strategy to achieve that vision. Ms. Loper referred to a copy of a letter addressed to Ms. Rannells from the BAC, dated January 13 and signed by Vice Chair Wunderman, which further detailed this feedback.

PUBLIC COMMENT

Mr. Korve said operations and funding information belonged in the SRTP and not in the SP, which was meant for WETA's future vision, not as a picture of today's operations. He said the SP should include moving decimals. For example, he explained, instead of serving 2 million people as the agency did today, the decimal could be moved over to create a vision to serve 20 million people in 50 years. He said he was on the BAC trip to Seattle recently, where the ferry system was already serving 20 million people. He added that as a member of the BAC Water Transit Subcommittee, he had received threats from Bay Area businesses that they would leave the Bay Area if they didn't get the transportation needs for their workforces met. He said it was critical to come up with a vision that would support these companies' needs and he didn't see that vision in the draft SP. Mr. Korve said right now there were companies ready to fund the visions they had for expanded water transit service and WETA should include those broader visions in the SP, and then drill down from there to find the funding to execute them. Mr. Korve suggested that WETA add a bond measure to the ballot to get more funding and said that the two plans should not be adopted together.

PUBLIC COMMENT

Jerry Bellows of MARAD said he had been given the opportunity to review the Emergency Response Plan, as well as the SRTP and the SP presented in the meeting, and said he felt the Plans were well thought out. Mr. Bellows added that he was excited to see the feedback WETA would be gathering on all of the Plans.

PUBLIC COMMENT

Charlie Bogue of Wind+Wing Technologies submitted two letters to the Directors, one dated January 11, 2016 from Contra Costa Transportation Authority (CCTA) Chair Julie Pierce, and another dated August 20, 2015 from BAC Chief Operating Officer John Grubb. Ms. Rannells said she had not seen the letters and asked to whom they were addressed. Mr. Bogue said that the CCTA letter, which was addressed to Board Chair Breckenridge, had just been mailed out so no one would have received it yet.

Mr. Bogue read the CCTA letter from Ms. Pierce which requested that WETA include alternative propulsion technology exploration in its Richmond service vessel procurement if it was possible to do so and still meet the previously determined service implementation timeline. Ms. Pierce said that doing so might reduce fuel costs emissions over the long term because wind-assist or electric propulsion, along with traditional diesel, appeared to be able to meet the performance criteria required to be effective on the Richmond route. Ms. Pierce also requested that alternative technologies be considered and included in the SRTP, and she noted that by documenting an alternative technologies commitment, WETA could continue its leadership in ferry operations and position itself to receive capital funding specific to technology-driven projects.

Mr. Bogue said he brought the BAC letter from Mr. Grubb to the Board meeting in August and that it had also been emailed to the Board in August. Mr. Grubb's letter said the BAC represented hundreds of the largest employers in the Bay Area, and requested that WETA explore new technologies that would enhance the fuel efficiency and environmental sustainability of its ferries. Mr. Grubb further noted that WETA was an environmental leader with the nation's least-polluting ferries but that there were emerging, even cleaner technologies – such as sail-assisted, battery-diesel hybrid, and 100 percent battery-electric – that could position WETA to ensure it remained at the forefront of environmentally friendly transportation. Mr. Grubb closed his letter with a request that new sustainable technologies be explored as part of WETA's master planning efforts.

Mr. Bogue said he and others were also involved in soliciting the letter dated January 11 from Mayor Tom Butt and the City of Richmond. Mayor Butt's letter, a request for inclusion of Alternative Technical Concept in RFP for vessel procurement, was addressed to Chair Breckenridge and Board members. In the letter, Mayor Butt said he wanted to assure that WETA examined all propulsion technology possibilities while maintaining the already established new Richmond service implementation timeline because it had been brought to his attention that there was a potential that wind-assist and electric-diesel hybrid propulsion technologies could achieve the same desired WETA performance standards with greatly reduced operational cost and environmental impact.

Mr. Bogue said he and others were also working on getting a letter from Bay Area Air Quality Management which, he said, would be sent to the Board as soon as they received it. He said there was also a draft resolution being sent to the Richmond City Council with the same core request that emerging, alternative technologies be included along with traditional, proven technologies for comparison as apples to apples in WETA's vessel procurement Requests for Proposal.

Copies of the CCTA letter addressed to Chair Breckenridge from Ms. Pierce at CCTA, the letter addressed to the entire Board from Mr. Grubb at the BAC, Mayor Butt's City of Richmond letter addressed to the Board, and Vice Chair Wunderman's letter addressed to Ms. Rannells from the BAC were distributed to the Directors.

Director Donovan asked Mr. Stahnke when the Board could expect to see the North Bay Vessel Procurement report for alternative propulsion and Mr. Stahnke said it was expected to be completed by March.

PUBLIC COMMENT

Adventure Cat Sailing Charters owner Jay Gardner said he had worked on the bay with his sailing boats for 25 years. He added that he had also been instrumental in convincing Mayor Butt to write the letter to WETA, but the Mayor had scant time because he had been asked to do so just as he was on his way to Paris, along with many other local, state, national and international leaders, to take part in discussions about how to reduce greenhouse gases. Mr. Gardner said Mayor Butt had been excited about the possibility of reduced emissions on the Richmond service route.

Mr. Gardner said the bad news was that, using data published by WETA for the Richmond service route, he had determined that vessels would get only 3.46 passenger miles per gallon (mpg) and that in the best case scenario in year 2035, that number would only rise to 6.7 passenger mpg. To put that into perspective Mr. Gardner said, a helicopter gets 4 passenger mpg. He said he could drive a Cadillac Escalade with a fuel economy of 19 miles to the gallon across the bridge and be approximately five times more efficient than riding the ferry. Mr. Gardner said he strongly believed in the ferry system, but there were state and federal mandates that WETA was going to have to meet to help reduce greenhouse gases. He added that BART got approximately 300 passenger mpg, and a bus with a fuel economy of 6 miles to the gallon that carried 50 passengers also got approximately 300 passenger mpg.

Mr. Gardner said his company's charter sailing vessels could get around 800 passenger mpg for about 10 months out of the year using wind during certain times of the day, five to eight times each day.

Mr. Gardner further noted that there was Cap & Trade funding from the state as well as upcoming federal funding available for alternative propulsion technology. He said he was working with Siemens, a company with 480,000 employees worldwide for anyone unfamiliar, which had 20,000 employees in their marine division. Mr. Gardner said Siemens was the top transportation company in the world and they were convinced they had diesel-electric hybrid technology for WETA's Richmond vessel procurement. Mr. Gardner said that based on the demonstration vessel built with WETA's support back in 2014, he believed there could also be a wind-assist option to consider. He said the Siemens technology was already working in some other countries. Mr. Gardner further noted that Shell Oil had just given their support to an upcoming carbon tax because they wanted everyone to be on a level playing field. He said if fuel was presently less than \$2/gallon, imagine what would happen to WETA costs when the carbon tax was added. Mr. Gardner said alternative propulsion technologies would reduce expenses, and it would not cost WETA anything for companies to provide bids that could save fuel and reduce greenhouse gases if RFPs asked for them.

Chair Breckenridge said it was important to engage the USCG in conversation about how inclusion of alternative technologies on WETA vessels would be received with regard to USCG requirements and to learn about the progress the USCG had made to date in new technology research and adoptions. She said this would be done once staff received the North Bay Vessel Procurement report with the information about alternative propulsion options.

PUBLIC COMMENT

Mr. Gardner said a design review had been done through the Washington, D.C. USCG office in September and that all technical data for the wind-assist technology had been submitted at that time. He said he had received a letter back from the USCG stating that they didn't have any problems with wind-assist for USCG-certified passenger vessels, and they also approved wing in concept. Ms. Rannells asked Mr. Gardner for a copy of his USCG letter for the benefit of WETA's work, and Mr. Gardner said he would provide that. Chair Breckenridge said that was great news but that it was crucial to engage the local USCG jurisdiction as well on the matter, since they were the ones with jurisdiction over WETA vessels.

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

Yeas: Breckenridge, DelBono, Donovan, Intintoli. Nays: None. Absent: Wunderman.

9. OPEN TIME FOR PUBLIC COMMENTS FOR NON-AGENDA ITEMS

Chair Breckenridge asked if there were any additional public comments and there were done. She thanked everyone for their comments and attendance.

10. ADJOURNMENT

All business having been concluded, the meeting was adjourned at 3:28 p.m.

Respectfully Submitted,

Board Secretary

MEMORANDUM

TO: Board Members

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

SUBJECT: Authorize Actions Related to Grant Funds Available from the Low Carbon Transit Operations Programs

Recommendation

Authorize the Executive Director and Manager, Finance and Grants to execute all required documents of the LCTOP program with the California Department of Transportation (Caltrans), including the required program Certifications and Assurances, on behalf of WETA.

Background

The Low Carbon Transit Operations Program (LCTOP) is one of several programs that are part of the Transit, Affordable Housing, Sustainable Communities Program established by the California Legislature in 2014 by Senate Bill 862 (SB 862). The LCTOP provides operating and capital assistance for transit agencies to reduce greenhouse gas (GHG) emissions and improve mobility, with a priority on serving disadvantaged communities. Funding is assigned annually based on the revenue and population-based State Transit Assistance formula. Senate Bill (SB) 852 (Statutes of 2014) appropriated \$25 million for LCTOP for FY 2014/15 and SB 862 continuously appropriates five percent of the annual auction proceeds in the Greenhouse Gas Reduction Fund (GGRF) for LCTOP beginning in FY 2015/16.

The LCTOP is administered by Caltrans in coordination with Air Resource Board (ARB) and the State Controller's Office (SCO). Caltrans is responsible to ensure that the statutory requirements of the program are met in terms of project eligibility, greenhouse reduction, disadvantaged community benefit, and other requirements of the law.

Discussion

Caltrans has adopted program requirements, certifications and assurances for the LCTOP program. As a condition for the receipt of LCTOP grant funds, eligible project sponsors must agree to comply with all program conditions and requirements as set forth in the program Certification and Assurances, provided as **Attachment A** to this report. This item authorizes the Executive Director and Manager, Finance & Grants, to execute the program Certifications and Assurances and all other program documents required in order to meet applicable statutes, regulations and guidelines for all LCTOP funded agency projects.

Fiscal Impact

This item authorizes actions relative to the filing of allocation requests for LCTOP grant funds to support capital and operating projects for WETA.

END

Attachment A

State of California – Department of Transportation
Division of Rail and Mass Transportation
Low Carbon Transit Operations Program (LCTOP)
Effective 11/15



Low Carbon Transit Operations Program (LCTOP) CERTIFICATIONS AND ASSURANCES

Project Sponsor: San Francisco Bay Area Water Emergency Transportation Authority

Agency Name: San Francisco Bay Area Water Emergency Transportation Authority

Effective Date of this Document: February 11, 2016

The California Department of Transportation (Department) has adopted the following certifications and assurances for the Low Carbon Transit Operations Program. As a condition of the receipt of LCTOP funds, project lead must comply with these terms and conditions.

A. General

- (1) The project lead agrees to abide by the current LCTOP Guidelines and applicable legal requirements.
- (2) The project lead must submit to the Department a signed Authorized Agent form designating the representative who can submit documents on behalf of the project sponsor and a copy of the board resolution appointing the Authorized Agent.

B. Project Administration

- (1) The project lead certifies that required environmental documentation is complete before requesting an allocation of LCTOP funds. The project lead assures that projects approved for LCTOP funding comply with Public Resources Code § 21100 and § 21150.
- (2) The project lead certifies that a dedicated bank account for LCTOP funds only will be established within 30 days of receipt of LCTOP funds.
- (3) The project lead certifies that when LCTOP funds are used for a transit capital project, that the project will be completed and remain in operation for its useful life.
- (4) The project lead certifies that it has the legal, financial, and technical capacity to carry out the project, including the safety and security aspects of that project.
- (5) The project lead certifies that they will notify the Department of pending litigation, dispute, or negative audit findings related to the project, before receiving an allocation of funds.
- (6) The project lead must maintain satisfactory continuing control over the use of project equipment and facilities and will adequately maintain project equipment and facilities for the useful life of the project.
- (7) Any interest the project lead earns on LCTOP funds must be used only on approved LCTOP projects.
- (8) The project lead must notify the Department of any changes to the approved project with a Corrective Action Plan (CAP).
- (9) Under extraordinary circumstances, a project lead may terminate a project prior to completion. In the event the project lead terminates a project prior to completion, the project lead must (1) contact the Department in writing and follow-up with a phone call verifying receipt of such notice; (2) pursuant to verification, submit a

final report indicating the reason for the termination and demonstrating the expended funds were used on the intended purpose; (3) submit a request to reassign the funds to a new project within 180 days of termination.

- (10) Funds must be encumbered and liquidated within the time allowed.

C. Reporting

- (1) The project lead must submit the following LCTOP reports:
- a. Semi-Annual Progress Reports by May 15th and November 15th each year.
 - b. A Final Report within six months of project completion.
 - c. The annual audit required under the Transportation Development Act (TDA), to verify receipt and appropriate expenditure of LCTOP funds. A copy of the audit report must be submitted to the Department within six months of the close of the year (December 31) each year in which LCTOP funds have been received or expended.
- (2) Other Reporting Requirements: ARB is developing funding guidelines that will include reporting requirements for all State agencies that receive appropriations from the Greenhouse Gas Reduction Fund. Caltrans and project sponsors will need to submit reporting information in accordance with ARB's funding guidelines, including reporting on greenhouse gas reductions and benefits to disadvantaged communities.

D. Cost Principles

- (1) The project lead agrees to comply with Title 2 of the Code of Federal Regulations 225 (2 CFR 225), Cost Principles for State and Local Government, and 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
- (2) The project lead agrees, and will assure that its contractors and subcontractors will be obligated to agree, that:
- a. Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31, et seq., shall be used to determine the allow ability of individual project cost items and
 - b. Those parties shall comply with Federal administrative procedures in accordance with 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments. Every sub-recipient receiving LCTOP funds as a contractor or sub-contractor shall comply with Federal administrative procedures in accordance with 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
- (3) Any project cost for which the project lead has received funds that are determined by subsequent audit to be unallowable under 2 CFR 225, 48 CFR, Chapter 1, Part 31 or 49 CFR, Part 18, are subject to repayment by the project lead to the State of California (State). All projects must reduce greenhouse gas emissions, as required under Public Resources Code section 75230, and any project that fails to reduce greenhouse gases shall also have its project costs submit to repayment by the project lead to the State. Should the project lead fail to reimburse moneys due to the State within thirty (30) days of demand, or within such other period as may be agreed in writing between the Parties hereto, the State is authorized to intercept and withhold future payments due the project lead from the State or any third-party source, including but not limited to, the State Treasurer and the State Controller.

E. Record Retention

- (1) The project lead agrees, and will assure that its contractors and subcontractors shall establish and maintain an accounting system and records that properly accumulate and segregate incurred project costs and matching funds by line item for the project. The accounting system of the project lead, its contractors and all subcontractors shall conform to Generally Accepted Accounting Principles (GAAP), and enable the determination of incurred costs at interim points of completion. All accounting records and other supporting papers of the project lead, its contractors and subcontractors connected with LCTOP funding shall be maintained for a minimum of three (3) years after the “Project Closeout” report or final Phase 2 report is submitted (per ARB Funding Guidelines, Vol. 3, page 3.A-16), and shall be held open to inspection, copying, and audit by representatives of the State and the California State Auditor. Copies thereof will be furnished by the project lead, its contractors, and subcontractors upon receipt of any request made by the State or its agents. In conducting an audit of the costs claimed, the State will rely to the maximum extent possible on any prior audit of the project lead pursuant to the provisions of federal and State law. In the absence of such an audit, any acceptable audit work performed by the project lead’s external and internal auditors may be relied upon and used by the State when planning and conducting additional audits.
- (2) For the purpose of determining compliance with Title 21, California Code of Regulations, Section 2500 et seq., when applicable, and other matters connected with the performance of the project lead’s contracts with third parties pursuant to Government Code § 8546.7, the project sponsor, its contractors and subcontractors and the State shall each maintain and make available for inspection all books, documents, papers, accounting records, and other evidence pertaining to the performance of such contracts, including, but not limited to, the costs of administering those various contracts. All of the above referenced parties shall make such materials available at their respective offices at all reasonable times during the entire project period and for three (3) years from the date of final payment. The State, the California State Auditor, or any duly authorized representative of the State, shall each have access to any books, records, and documents that are pertinent to a project for audits, examinations, excerpts, and transactions, and the project lead shall furnish copies thereof if requested.
- (3) The project lead, its contractors and subcontractors will permit access to all records of employment, employment advertisements, employment application forms, and other pertinent data and records by the State Fair Employment Practices and Housing Commission, or any other agency of the State of California designated by the State, for the purpose of any investigation to ascertain compliance with this document.

F. Special Situations

The Department may perform an audit and/or request detailed project information of the project sponsor’s LCTOP funded projects at the Department’s discretion at any time prior to the completion of the LCTOP.

I certify all of these conditions will be met.

BY: _____

Nina Rannells, Executive Director
San Francisco Bay Area Water Emergency Transportation Authority

SAN FRANCISCO BAY AREA WATER EMERGENCY TRANSPORTATION AUTHORITY

RESOLUTION 2016-01

**AUTHORIZATION FOR THE EXECUTION OF THE
CERTIFICATIONS AND ASSURANCES AND AUTHORIZED AGENT FORMS
FOR THE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP)**

WHEREAS, the San Francisco Bay Area Water Emergency Transportation Authority (WETA) is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP) for transit projects; and

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

WHEREAS, Senate Bill 862 (2014) named the California Department of Transportation (Caltrans) as the administrative agency for the LCTOP; and

WHEREAS, the Caltrans has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies); and

WHEREAS, WETA wishes to delegate authorization to execute these documents and any amendments thereto to 1) Nina Rannells, Executive Director, and 2) Lynne Yu, Finance and Grants Manager; now, therefore, be it

RESOLVED by the Board of Directors of WETA that the fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances and the Authorized Agent documents and applicable statutes, regulations and guidelines for all LCTOP funded transit projects.

RESOLVED that Nina Rannells, Executive Director, and Lynne Yu, Finance and Grants Manager, be authorized to execute all required documents of the LCTOP program and any Amendments thereto with the California Department of Transportation.

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 February 11, 2016.

YEA:

NAY:

ABSTAIN:

ABSENT:

/s/ Board Secretary

2016-01

END

MEMORANDUM

TO: Board Members

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

SUBJECT: Authorize Submission of an Allocation Request to the California Department of Transportation for FY 2015/16 Low Carbon Transit Operations Program Grant Funds

Recommendation

Approve submission of the FY 2015/16 LCTOP allocation request for funds, totaling \$264,976, to support the construction of *Richmond Ferry Vessels*.

Background

The Low Carbon Transit Operations Program (LCTOP) is one of several programs that are part of the Transit, Affordable Housing, Sustainable Communities Program established by the California Legislature in 2014 by Senate Bill 862 (SB 862). The LCTOP provides operating and capital assistance for transit agencies to reduce greenhouse gas (GHG) emissions and improve mobility, with a priority on serving disadvantaged communities. Funding is assigned annually based on the revenue and population-based State Transit Assistance formula. Senate Bill (SB) 852 (Statutes of 2014) appropriated \$25 million for LCTOP for FY 2014/15 and SB 862 continuously appropriates five percent of the annual auction proceeds in the Greenhouse Gas Reduction Fund (GGRF) for LCTOP beginning in FY 2015/16.

The LCTOP is administered by Caltrans in coordination with Air Resource Board (ARB) and the State Controller's Office (SCO). Caltrans is responsible to ensure that the statutory requirements of the program are met in terms of project eligibility, greenhouse reduction, disadvantaged community benefit, and other requirements of the law.

Discussion

WETA is in line to receive approximately \$530,000 LCTOP funds over the next two years, including \$264,976 in FY 2015/16 and \$265,000 in FY 2016/17, based upon the anticipated annual program appropriations and associated distribution formula. Staff has reviewed the program criteria, as established by Caltrans and the California Air Resources Board (ARB) and determined the new Richmond service vessels as an eligible project for these funds.

Project sponsors are required to submit a separate Allocation Request form for each project. This form includes a detailed project description, quantification methodology and GHG emission reduction calculator tool, disadvantaged community benefit (if applicable), a project map and or specific location/geographic coordinates and a project schedule. Per Caltrans requirements, a full Allocation Request must be submitted each year. LCTOP grant funds must be held in a dedicated bank account and used within three years of project implementation.

Fiscal Impact

The *Richmond Ferry Vessels* project is included in the FY 2015/16 Capital Budget at an estimated cost of \$42,000,000. The LCTOP grant will fund \$529,976 (\$264,976 from FY 2015/16 plus \$265,000 from FY 2016/17) of the total cost and the balance will be funded with State Proposition 1B and Regional Measure 2 funds already secured.

END

SAN FRANCISCO BAY AREA WATER EMERGENCY TRANSPORTATION AUTHORITY

RESOLUTION 2016-02

**AUTHORIZATION FOR THE EXECUTION OF
THE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP) PROJECT:
CONSTRUCT TWO NEW RICHMOND FERRY VESSELS - \$264,976**

WHEREAS, the San Francisco Bay Area Water Emergency Transportation Authority (WETA) is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP) now or sometime in the future for transit projects; and

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

WHEREAS, Senate Bill 862 (2014) named the California Department of Transportation (Caltrans) as the administrative agency for the LCTOP; and

WHEREAS, the Caltrans has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies); and

WHEREAS, the WETA wishes to implement the LCTOP project listed above; now, therefore, be it

RESOLVED by the Board of Directors of WETA that the fund recipient agrees to comply with all conditions and requirements set forth in the applicable statutes, regulations and guidelines for all LCTOP funded transit projects.

RESOLVED by the Board of Directors of WETA that it hereby authorizes the submittal of the following project nomination and allocation request to Caltrans in FY 2015/16 LCTOP funds:

Project Name: *Construct Two New Richmond Ferry Vessels*

Amount of LCTOP funds requested: *\$264,976*

Short description of project: *Two ferry vessels for the new Richmond Ferry Service*

Contributing Sponsors (if applicable): *N/A*

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 February 11, 2016.

YEA:

NAY:

ABSTAIN:

ABSENT:

/s/ Board Secretary

2016-02

END

MEMORANDUM

TO: Board Members

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

**SUBJECT: Approve Contract Award to Marine Group Boat Works for Ferry Vessel
Quarter Life Refurbishment Project**

Recommendation

1. Approve contract award to Marine Group Boat Works for the Gemini Quarter Life Refurbishment Project in an amount not to exceed \$3,325,000 and authorize the Executive Director to negotiate and execute an agreement and take any other related actions as may be necessary to support this work.
2. Authorize a project budget increase in the amount of \$1,107,000 to support the contract award.

Background

Aluminum catamaran ferry vessels have a lifecycle of approximately 25 years. Refurbishment projects during the lifecycle of a vessel generally include a minor refit when the vessel has reached its quarter life (at approximately 6 and 18 years), a major refit at the vessel's midlife (at approximately 12 years), and replacement when the vessel is approximately 25 years old. The three other Gemini class vessels will be scheduled for similar refits over the next two years.

The ferry vessel *Gemini* was built for WTA, WETA's predecessor agency, by Nichols Brothers Boat Builders in 2008. It currently has over 8,000 operating hours and is ready for a minor refit project to improve vessel reliability and passenger amenities. This minor refit project is required to ensure the vessel operates reliably and safely and is necessary to support operation of this vessel in revenue service for its full 25 year life expectancy.

The general quarter life refurbishment of *Gemini* includes the following components:

- Refurbish shafts, propellers, and rudders and replace bearings;
- Selective Catalyst Reduction System Overhaul;
- Passenger cabin: replace and re-upholster seating, replace carpets, renew deck coatings, touch up interior finishes; and
- Vessel systems: overhaul main engines, HVAC, electrical, plumbing, emission, and fire and lifesaving safety systems.

In addition to the standard quarter life work described above, this project includes work to increase the passenger capacity of *Gemini* by 76 persons, from 149 to 225. Over the past six months, staff has worked to identify modifications necessary in order to increase the vessel capacity of *Gemini* to increase its utility to the overall fleet. Due to the large increases in

ridership demand experienced on WETA services in recent years, this smaller capacity vessel (along with *Pisces* - WETA's other 149 passenger vessel) has increasingly reduced utility and is generally only used in South San Francisco and off-peak services with smaller passenger demand. The Coast Guard Marine Safety Center is currently reviewing vessel modification submittals and has approved the majority of the drawings with only a few minor modifications needed. To comply with the USCG Sub-Chapter K requirements additional work items to be completed as a part of the quarter life refurbishment that will expand the passenger capacity of *Gemini* include:

- New cabin passenger seating;
- Replacement and upgrading structural fire protection insulation;
- Structural, electrical, plumbing modifications.

This project will be coordinated with the vessel's required periodic U.S. Coast Guard dry-docking and inspection.

Discussion

Procurement Process:

The WETA Board of Directors authorized a release of an RFP for this project at the August 24 meeting. The Request for Proposals (RFP) was released on November 20, 2015. Notice of this RFP was sent to WETA's mailing list, posted on the Agency's website, and advertised with the San Francisco Chronicle, Passenger Vessel Association and in the Regional DBE Business Outreach Committee quarterly newsletter.

On December 2, 2015, WETA hosted a mandatory Proposers' conference at Pier 9 which was attended by six individuals representing two shipyards. WETA staff issued one addenda to the original RFP clarifying the specifications set forth in the RFP, and responding to pre-bid questions. Proposals were due to WETA on or before January 13, 2016.

Evaluation Process:

A Best Value procurement process was utilized for this project consistent with the Authority's Administrative Code and Federal Transit Administration requirements. A Best Value procurement process considers both price and qualitative components of a proposal that are deemed the most advantageous and of the greatest value to the procuring agency.

The RFP required proposers to submit technical qualifications for review and scoring, as well as a separate price proposal that was reviewed if the proposer met the technical requirements. The technical portion of the evaluation process amounted to 60 percent of the total possible score. Technical scores considered each proposer's technical approach, ability to meet the project schedule, understanding of the project, management plan, and experience in similar projects, references, qualifications of its proposed team, and its facilities and equipment.

A total of two proposals were received by the January 13 deadline. Submitting shipyards were Bay Ship & Yacht and Marine Group Boat Works. The proposal evaluation committee reviewed the technical portion of the proposals, both of which met the technical requirements and were determined to be within the competitive range. Interviews with Marine Group and Bay Ship & Yacht were conducted on January 19, and best and final offers were received on January 26. Table 1 below provides the scoring totals for each proposal.

Table 1

Scoring	Maximum Points	Bay Ship & Yacht	Marine Group Boat Works
Total Technical Proposal Points	60	38.000	44.000
Price Proposal Points	40	40.000 (\$2,650,725.00)	36.380 (\$2,890,599.00)
Total Score	100	78.000	80.380

Based upon the results of the evaluation process and final scores for each bidder, Marine Group Boat Works has been determined to be the Best Value proposer for this project. Accordingly, staff recommends awarding a contract to Marine Group Boat Works and proposes that this award include a 15 percent owner's contingency to allow for additive changes for work not yet identified but that may be necessary to satisfactorily complete the project. The recommended award including option items and contingency is \$3,325,000. If approved, staff will issue the Notice to proceed for design and engineering activities as soon as possible, with shipyard work to begin in February 2016. Work for the project is expected to be completed by June, 2016.

DBE/SBE Participation:

The Authority's overall annual Disadvantaged Business Enterprise (DBE) goal and Small Business Enterprise (SBE) goal for Federal Fiscal Year 2015/16 is 1.36 percent for all FTA-assisted contracts. Staff has reviewed the DBE/SBE materials provided by Marine Group Boat Works and has determined that they have complied with the DBE requirements for this contract.

Fiscal Impact

The *Vessel Quarter-Life Refurbishment – Gemini* project is included in the FY 2015/16 Capital Budget in the amount of \$2,400,000. A capital budget increase in the amount of \$1,107,000 is required to fully fund this contract award and the overall project at the proposed budget of \$3,507,000. Sufficient additional Federal Transit Administration (FTA) grant funds, Regional Measure 1, and AB 664 Net Bridge Toll Revenues are available to support the project cost increase.

END

SAN FRANCISCO BAY AREA WATER EMERGENCY TRANSPORTATION AUTHORITY

RESOLUTION NO. 2016-03

APPROVE THE AWARD OF A CONTRACT WITH MARINE GROUP BOAT WORKS LLC FOR SHIPYARD SERVICES FOR THE *GEMINI* QUARTER LIFE REFURBISHMENT PROJECT

WHEREAS, San Francisco Bay Area Water Emergency Transportation Authority (WETA) has established the Gemini Quarter Life Refurbishment Project as a part of its FY 2015/16 Capital Budget and program of projects; and

WHEREAS, WETA has established procedures in its Administrative Code relating to the selection and contracting of Construction Services, including projects where FTA funds will be used; and,

WHEREAS, WETA seeks to authorize additional budget for the new scope of work associated with the project; and

WHEREAS, WETA has Federal Transit Administration (FTA) and local match funds to support the Project; and

WHEREAS, on November 20, 2015, WETA issued an Request for Proposals (RFP) for Gemini Quarter Life Refurbishment shipyard work for the Project; and

WHEREAS, WETA followed the procedures in its Administrative Code, consistent with an FTA project regarding solicitation and evaluation of qualifications; and,

WHEREAS, WETA staff has evaluated proposals submitted for this project based upon a Best Value competitive procurement process and, as a result, recommends the award of a contract for services to Marine Group Boat Works, LLC, to complete this project for a not-to-exceed amount of \$3,325,000 which includes a 15 percent owner's contingency; now, therefore, be it

RESOLVED, that the Board of Directors hereby approves an agreement with Marine Group Boat Works to provide shipyard services for the MV *Gemini* for an amount not to exceed \$3,325,000 which includes a 15 percent owner's contingency; and be it further

RESOLVED, the Board of Directors approves a capital budget increase in the amount of \$1,107, 000 to complete this project.

RESOLVED, that the Board of Directors authorizes the Executive Director to negotiate and execute an agreement and take any other related actions as may be necessary 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 February 11, 2016.

YEA:

NAY:

ABSTAIN:

ABSENT:

/s/ Board Secretary

2016-03

END

MEMORANDUM

TO: Board Members

**FROM: Nina Rannells, Executive Director
Kevin Connolly, Manager, Planning & Development
Mike Gougherty, Senior Planner**

SUBJECT: Approve 2016 Special Event Fare Program

Recommendation

Approve the 2016 Special Event Fare Program holding fares at the same rates established in 2015.

Background

The proposed 2016 Special Event Fare Program sets fares for special event services provided by WETA, which consist of the Alameda/Oakland and Vallejo services to AT&T Park during most San Francisco Giants home games. These fares are evaluated and adjusted outside of the FY 2015-2020 WETA Fare Program for regular services, pursuant to WETA Fare Policy requirements that special event services shall recover their full incremental operating costs through farebox or other special revenues.

On May 7, 2015, the WETA Board approved fare changes for ballpark ferry services effective July 1, 2015 based on staff analysis that indicated additional fare revenue would be required to fully recovery operating costs. Fares on the Alameda/Oakland and Vallejo ballpark services for the 2015 baseball season are as shown in Table 1 below:

Table 1: 2015 WETA Ballpark Fares

	Adult	Youth	Senior/Disabled
Alameda/Oakland	\$7.50	\$5.60 (5-18)	\$5.60
Vallejo	\$14.20	\$10.60 (5-18)	\$10.60

Discussion

Staff has evaluated the financial performance of both the Alameda/Oakland and Vallejo ballpark services provided during the 2015 baseball season and confirmed that all incremental operating costs were covered by fare revenues collected for the services.

The Alameda/Oakland ballpark service carried 41,628 passengers and collected \$286,078 in fare revenue, offsetting approximately \$272,800 in incremental operating costs. The Vallejo ballpark service carried 28,995 passengers and collected \$309,677 in fare revenue, resulting in full recovery of approximately \$278,200 in operating costs. Costs for the Vallejo ballpark service, which is especially sensitive to fuel costs due to the long travel distance, were lower than expected due to the declining cost of fuel over the past year. Both ballpark services

carried more riders during the 2015 season than 2014 (excluding playoffs), suggesting that the fare increases last year had little impact on ridership or the attractiveness of the services.

For the 2016 baseball season, staff has projected revenues and costs for both ballpark services and determined that no fare increase will be necessary to ensure full recovery of incremental operating costs. The Vallejo ballpark service is projected to cost approximately \$336,100 for the upcoming 2016 season to provide roundtrip service during weekend and weekday day games, and return-trip service only during weekday night games. With 29,865 passengers forecasted (a 3% increase from 2015) and fares remaining unchanged, the Vallejo service is forecasted to generate approximately \$337,400 in fare revenue, fully offsetting projected costs.

The 2016 Alameda/Oakland ballpark service is projected to cost approximately \$268,400 to provide - a significant decrease from 2015 as WETA no longer anticipates the need to charter a vessel from its contract operator to provide the service. Similar to previous seasons, the Alameda/Oakland ballpark service will provide roundtrip service during weekend and weekday night games. The Alameda/Oakland ballpark service is projected to generate approximately \$297,200 in fare revenue, assuming ridership of 42,877 passengers (a 3% increase from 2015), unchanged fares and no charter vessel costs. As a result of significantly reduced costs, this service should cover its operating cost and could generate up to \$28,800 in net revenue.

Staff projects that both special event ballpark services will fully recover their incremental operating costs for the upcoming 2016 baseball season through farebox revenue, consistent with the WETA Fare Policy. As such, staff recommends Special Event ballpark fares adopted by the Board for the 2015 baseball season remain unchanged as part of the 2016 Special Event Fare Program for the 2016 baseball season. Staff will continue to monitor the financial performance of WETA's special event services and recommend fare adjustments on an annual basis, as necessary.

Fiscal Impact

The current ballpark ferry fares and forecasted fare revenue are estimated to fully recover the incremental costs associated with providing each service.

END

MEMORANDUM

TO: Board Members

FROM: Nina Rannells, Executive Director

SUBJECT: Approve Revised Meeting Schedule for Calendar Year 2016

Recommendation

Approve a revised meeting schedule for Calendar Year 2016 and discuss additional upcoming event activities.

Background

The WETA Board of Directors generally meets on the first Thursday of each month at 1:00 p.m. at WETA's offices located at 9 Pier, Suite 111, San Francisco, CA, with exceptions made to address holiday or business conflicts. In November 2015, the Board approved the following meeting calendar, recognizing that the schedule could be amended during the year to adjust the time, meeting place or number of meetings held in response to business needs that might arise during the year.

DATE:	TIME:	LOCATION/ADDRESS:
Thursday, January 14 (<i>2nd Thursday</i>)	1:00 p.m.	WETA
Thursday, February 11	1:00 p.m.	WETA
Thursday, March 3	1:00 p.m.	WETA
Thursday, April 7	1:00 p.m.	WETA
Thursday, May 5	1:00 p.m.	WETA
Thursday, June 2	1:00 p.m.	WETA
Thursday, July 7	1:00 p.m.	WETA
Thursday, August 4	1:00 p.m.	WETA
Thursday, September 1	1:00 p.m.	WETA
Thursday, October 6	1:00 p.m.	WETA
Thursday, November 3	1:00 p.m.	WETA
Thursday, December 8 (<i>2nd Thursday</i>)	1:00 p.m.	WETA

Discussion

At the January 14 meeting, the Board expressed an interest in exploring the option to hold meetings at various times of day and occasionally at locations other than the WETA office to allow for greater participation of interested community members. In looking forward at the potential meeting topics in the next several months and considering other up-coming event

opportunities, staff recommends the following change to the Board meeting schedule at this time:

- Amend the 2016 Board meeting schedule to move the April 7, 2016, meeting to the City of Alameda at 7:00 pm. Staff will work to include a discussion of Seaplane Lagoon service and other items topical to Alameda at that meeting, as possible.

Staff will work to identify additional opportunities during the year to schedule occasional Board meetings in the evening in varying locations with the goal of finding two to three opportunities per year for evening meetings.

Special events held to celebrate major project milestones offer another opportunity for the WETA Board to meet with community members and project and agency stakeholders. Several significant projects that have been in the development stages in recent years will meet major milestones in the next twelve months, providing the Board the opportunity to gather with local communities and various stakeholders. These include completion of the new North Bay Maintenance and Operations Facility on Mare Island (June/July), groundbreaking of the Central Bay Maintenance and Operations Facility construction in Alameda (Fall 2016), groundbreaking of the Richmond Ferry Terminal construction (Fall 2016), groundbreaking of the Downtown San Francisco Ferry Terminal Expansion project construction (Winter 2016/17), and receipt of two new replacement ferry vessels for central bay services (Winter/Spring 2016/17).

Staff is in the early stages of planning a ribbon-cutting event for the North Bay Maintenance and Operations Facility and will work with Board members, the City of Vallejo, the County of Solano and various state and federal officials to schedule and develop this event which is likely to occur in June or July of this year.

Fiscal Impact

There is no fiscal impact associated with setting the Board meeting calendar.

END

MEMORANDUM

TO: Board Members

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

SUBJECT: Informational Report on North Bay Vessel Procurement and Vessel Propulsion Technology

Recommendation

There is no recommendation associated with this informational item.

Background/Discussion

The 2015/16 Capital Budget includes funds to build three new vessels for WETA's North Bay services including a replacement Vallejo service vessel and two new vessels to support implementation of new Richmond ferry service. Consistent with WETA's pre-procurement process for vessels, staff has tasked the vessel construction management team of Fast Ferry Management and Elliot Bay Design Group (EBDG) with conducting a full review of the current Vallejo vessels and Vallejo and Richmond routes to determine what new technologies and equipment might be included as a part of the vessel specifications and procurement.

With the increased interest in new advancements in green propulsion systems from the WETA Board, our service partners and the public, staff has asked EBDG to prepare an overview of the current state of propulsion alternatives for presentation at the meeting. This discussion will be focused on the North Bay Vessels project and how new technology can apply to vessels on the Vallejo and Richmond routes given their service profiles.

EBDG is an industry technical expert on marine propulsion systems including a wide range of alternative technology propulsion systems. EBDG has extensive experience in providing naval architecture and engineering services for public agencies across the country. Past and current clients include Staten Island Ferry, The Steamship Authority, Fisher Island Community Association, Texas Department of Transportation, Alaska Marine Highway System, Inter-Island Ferry Authority, North Carolina DOT, Washington State Ferries, and several counties within Washington State.

John D. Reeves, PE, PMP, Project Manager / Senior Engineer will provide an overview propulsion system options (biography attached). Mr. Reeves joined Elliott Bay Design Group in 2015. A highly skilled engineering leader and mariner, he brings to his role extensive field experience gained through 23 years of operating and maintaining some of the most complex vessels in the U.S. Coast Guard fleet. John's wide-ranging background includes five years as port engineer and manager of four industrial repair facilities, serving as an Associate Professor in Naval Architecture and Marine Engineering at the U.S. Coast Guard Academy, and more than a decade at-sea providing service on and maintenance of a variety of vessels, from salvage ships to the world's most powerful non-nuclear icebreaker.

***END**



John D. Reeves, PE, PMP
Project Manager/Senior Engineer

John D. Reeves joined Elliott Bay Design Group in 2015. A highly skilled engineering leader and mariner, he brings to his role extensive field experience gained through 23 years of operating and maintaining some of the most complex vessels in the U.S. Coast Guard fleet. John's wide-ranging background includes five years as port engineer and manager of four industrial repair facilities, serving as an Associate Professor in Naval Architecture and Marine Engineering at the U.S. Coast Guard Academy, and more than a decade at-sea providing service on and maintenance of a variety of vessels, from salvage ships to the world's most powerful non-nuclear icebreaker.

DEGREES & CERTIFICATIONS

- BS (Honors) Naval Architecture and Marine Engineering, U.S. Coast Guard Academy, 1992
- MSE, Mechanical Engineering, University of Michigan, 1998
- MS, Naval Architecture and Marine Engineering, University of Michigan, 1998
- Professional Engineer, Washington, Naval Architecture & Marine Engineering, No. 45990, issued 2013
- Professional Engineer, Michigan, Mechanical, No. 6201044406, issued 2000
- Project Management Professional (PMP), No. 1714310, Project Management Institute, issued 2014

PROFESSIONAL EXPERIENCE

Management
Experience-
United States
Coast Guard

- Led tactical operations and strategic planning as Captain of the USCGC HEALY which included conducting missions to support National Science Foundation (NSF), academia, and U.S. Coast Guard objectives of national significance
- As Commanding Officer of Naval Engineering Support Unit Seattle, provided organic maintenance services for 76 vessels and small boats throughout Washington, Oregon and Alaska including validating scope and estimating resources. Developed process documents for training standards and customer survey business processes
- Led daily operations and routine for a 420 ft polar class ice breaker with crew of 90 as Executive Officer of the USCGC HEALY

John Reeves, PE, PMP

PROFESSIONAL EXPERIENCE *(continued)*

- | | |
|--|---|
| Management Experience- United States Coast Guard | <ul style="list-style-type: none">● Directed engineering operations and maintenance for a 30,000 HP AC-AC diesel electric propulsion system, as Chief Engineer onboard USCGC HEALY● Provided port engineering maintenance contracting services for two 75,000 HP CODOG, 13,000 LT polar class vessels as Port Engineer, Naval Engineering Support Unit Seattle● Directed engineering operations and maintenance for a 3,000 HP DC-DC diesel-electric propulsion system on a medium endurance patrol vessel USCGC ACUSHNET |
| Ferries | <ul style="list-style-type: none">● Developed a technical specification focused on the main engine and reduction gear overhaul for the CHRISTINE ANDERSON for Pierce County Dept. of Public Works |
| Passenger Vessels | <ul style="list-style-type: none">● Updated various drawings for Windstar Cruises' fleet of vessels● Analyzed the hull structure of the passenger excursion vessel LISERON to determine its suitability for haul out using a travel lift for The Boat Company |
| Tugs | <ul style="list-style-type: none">● Conducted an inclining experiment, calculated stability, and submitted to ABS for stability letter on the ocean tug TECUMSEH for Sause Bros● Provided a study to analyze the performance and make an engine / emission control package selection on two tugs for Foss Maritime Company |
| Barges | <ul style="list-style-type: none">● Designed a new tank stripping system on an 83,000 BBL class tank barge, DR. ROBERT J BEALL, for Harley Marine Services● Shortened the overhead lifting fixture in the swing gear and ladder winding room over the port reduction gear by approximately 9 feet on the OREGON dredge for Port of Portland |
| Research Vessels | <ul style="list-style-type: none">● Analyzed new foundation plates for the University of Notre Dame's on the chartered research vessel, ATLANTIC EXPLORER, to determine suitability for vessel operation to Sea State 7● Developed two Component Maximum Capability Documents (MCD) on the R/V ATLANTIC EXPLORER for the University of Notre Dame |

PAPERS & PRESENTATIONS

- "Optimized Alignment of a USCG Polar Class Icebreaker Wing Shaft Using a Distributed Bearing Finite-Element Model," Reeves, J.D. and Vlahopoulos, N. Marine Technology, Volume 36, Number 4, Society of Naval Architects and Marine Engineers

John Reeves, PE, PMP

PROFESSIONAL ASSOCIATIONS

- Society of Naval Architects and Marine Engineers, Member
- American Society of Naval Engineers