

Members of the Board

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Monique Moyer, Vice Chair
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Jeffrey DelBono
Pippin Dew

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

Thursday, March 21, 2024 **at 2:00 p.m.**

Hanson Bridgett
425 Market Street, 26th Floor
San Francisco, CA

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AGENDA

1. CALL TO ORDER
2. ROLL CALL/PLEDGE OF ALLEGIANCE
3. REPORT OF BOARD CHAIR **Information**
 - a. Chair's Verbal Report
4. REPORTS OF DIRECTORS **Information**

Directors are limited to providing information, asking clarifying questions about matters not on the agenda, responding to public comment, referring matters to committee or staff for information, or requesting a report to be made at another meeting.
5. REPORTS OF STAFF **Information**
 - a. Executive Director's Report on Agency Projects, Activities and Services
 - i. FY 2024 Federal Appropriations Request
 - ii. MV *Delphinus* Update
 - iii. Schedule Change
 - iv. SB 125 State Transit Transformation Task Force
 - b. Monthly Review of Financial Statements
 - c. Federal Legislative Update
 - d. State Legislative Update
 - e. Monthly Operations, Ridership, and Recovery Report
6. CONSENT CALENDAR **Action**
 - a. Approve Board Meeting Minutes – February 8, 2024
 - b. Receive the Federal Single Audit Report for the Fiscal Year Ending June 30, 2023

**Water Emergency Transportation Authority
March 21, 2024 Meeting of the Board of Directors**

- c. Authorize Release of a Request for Proposals for the MV *Argo* Repairs and Drydock
7. APPROVE AMENDMENTS TO AGREEMENTS 19-013 WITH MAVRIK MARINE AND 19-012 WITH AURORA MARINE DESIGN RELATIVE TO INCLUSION OF NEW TIER 4+ DIESEL PARTICULATE FILTER TECHNOLOGY **Action**
8. APPROVE CONTRACT AWARD TO EXEMPLIFI LLC FOR WEBSITE REDESIGN PROJECT **Action**
9. AUTHORIZE RELEASE OF A REQUEST FOR PROPOSALS FOR CONSULTANT TO ASSIST WITH PLANNING RELATIVE TO THE FUTURE OF WETA'S OPERATOR AGREEMENT **Action**
10. APPROVE REVISED FISCAL YEAR 2023/2024 SALARY SCHEDULE TO INCLUDE RE-ORGANIZED AND ADDITIONAL POSITIONS **Action**
11. INTERNSHIP CAPSTONE PROJECT - PARKING AND ACCESS STUDY **Information**
12. PUBLIC COMMENTS FOR NON-AGENDA ITEMS

ADJOURNMENT

All items appearing on the agenda are subject to action by the Board of Directors. Staff recommendations are subject to action and change by the Board of Directors.

PUBLIC COMMENTS WETA welcomes comments from the public.

If you know in advance that you would like to make a public comment during the meeting, please email BoardOfDirectors@watertransit.org with your name and item number you would like to provide comment on no later than 15 minutes after the start of the meeting. Comments will also be accepted in real time. During the public comment period, speakers will be allotted no more than 3 minutes to speak and will be heard in the order of sign-up. Said time frames may be extended only upon approval of the Board of Directors.

Agenda Items: Speakers on individual agenda items will be called in order of sign-up after the discussion of each agenda item.

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.

Upon request, WETA will provide written agenda materials in appropriate alternative formats to individuals with disabilities. In addition, WETA will arrange for disability-related modifications or accommodations including auxiliary aids or services to enable individuals with disabilities to participate in public meetings. Please send an email with your request to: contactus@watertransit.org as soon as possible and no later than 5 days prior to the meeting and we will work to accommodate access to the meeting.

AGENDA ITEM 1
CALL TO ORDER

AGENDA ITEM 2
ROLL CALL

AGENDA ITEM 3
REPORT OF BOARD CHAIR

AGENDA ITEM 4
REPORTS OF DIRECTORS

NO MATERIALS

TO: WETA Board Members

FROM: Seamus Murphy, Executive Director

DATE: March 21, 2024

RE: Executive Director's Report

MV *Delphinus* Delivery and Christening

MV *Delphinus*, the second vessel built for the agency by Mavrik Marine, was delivered to the North Bay Operations and Maintenance Facility in Vallejo on Sunday, February 11. Staff worked with Blue & Gold Fleet and the shipyard to fast-track commissioning, receiving U.S. Coast Guard certification on the vessel by Friday, February 16. *Delphinus* entered service on Monday, February 19. It is currently operating on the Vallejo route but will be used throughout the system.

The agency will host a christening ceremony for *Delphinus* in Vallejo on Monday, March 25 at 1:30 p.m. Speakers include Assemblymember Lori Wilson, Metropolitan Transportation Commission Chair Alfredo Pedroza, Chair Wunderman, Director Dew, and Vallejo Mayor Robert McConnell. A community ride will follow the ceremony. The event is open to the public.

2050 Service Vision & Business Plan

This project is being developed to define a long-term service vision based on input from agency stakeholders, the public, and other parties with an interest in the future of the agency. Last month staff convened the project's Community Advisory and Business Advisory Groups to review the draft Service Vision and Expansion Policy. Staff will incorporate feedback from these groups, as well as input from the Business Plan Board Subcommittee later this month, prior to presenting an update to the full Board in April.

San Francisco Bay Ferry Service Schedule Update

The schedule for San Francisco Bay Ferry services will be updated effective April 8. In general, the schedule maintains service levels implemented as part of the Pandemic Recovery Program as the region continues to strive toward transit ridership recovery. A minor adjustment is being made to the Vallejo weekday service schedule which will shift the departure time of an afternoon trip from San Francisco to better accommodate the needs of construction and service industry workers. Staff conducted a survey with riders and received overwhelmingly positive feedback regarding the proposed change. As part of this update effort, staff has also worked with its contract operator to advance regional efforts to ensure better schedule coordination among Bay Area transit operators. Consistent with the goals of the Transit Transformation Action Plan, crew signup dates administered by Blue & Gold Fleet will now be aligned with those of other operators.

Fiscal Year 2024 Federal Appropriations Request

The Transportation Housing and Urban Development (THUD) bill signed by the President contains \$3 million for WETA to reconfigure the Vallejo Ferry Terminal. This is the second year in a row that WETA received Congressionally Directed Spending thanks to support from Congressman Garamendi and Senator Padilla, who both submitted the request.

Regional Transportation Measure

In January, the Metropolitan Transportation Commission (MTC) voted to pursue state legislation to enable Bay Area voters to consider a new regional transportation measure. Since then, MTC staff have been working with Senator Scott Weiner, the bill author, to further develop the legislation with input from

a group of regional stakeholders convened by MTC. MTC shared a working draft with partners and the legislature in late February to get their feedback prior to the submission of the first round of amendments. Senator Weiner will hold a press conference the morning of March 18 at the Powell Street BART station to announce the first round of substantial amendments. MTC anticipates that the bill will be referred to two Senate policy committees, first to the Senate Revenue and Taxation Committee (Chair Glazer, Orinda) and next to the Senate Transportation Committee (Chair Cortese, San Jose). Work will continue in the coming months to refine key policy issues prior to the bill being heard in the Senate Transportation Committee. WETA staff is participating in the regional stakeholder group and the general managers of Bay Area transit agencies are being briefed regularly on developments during their weekly Monday coordination meetings.

SB 125 Transit Transformation Task Force

On Thursday, February 29, Executive Director Murphy participated in the second meeting of the Transit Transformation Task Force held its second meeting in Sacramento, with much of the conversation focused on ideal areas of focus that the public transit industry must attain by 2030 in order to meet state environmental mandates. The discussion kicked off with moderators setting the tone and intention of the meeting and future Task Force meetings, asking that Task Force members endeavor to harbor “aspirational, unconstrained, positive, equitable, and focused” discussions meant to spark innovative ideas in transforming public transit.

The agenda included the following modules as topics for discussion:

- Review of Task Force’s goals and objectives (as outlined in SB 125)
- Review of CA’s (environmental) goals and implications for transit
 - o Q: What challenges must we overcome / changes must we make to transit to reach these goals?
- Review of case studies of how CA might transform transit ridership
- Preview of next steps, meeting schedule, and responsibilities of the Task Force and Technical Working Group

END

MEMORANDUM

TO: Board Members

**FROM: Seamus Murphy, Executive Director
Erin McGrath, Chief Financial Officer**

SUBJECT: Review of FY 2023/24 Financial Statements Ending January 31, 2024

Recommendation

There is no recommendation associated with this informational item.

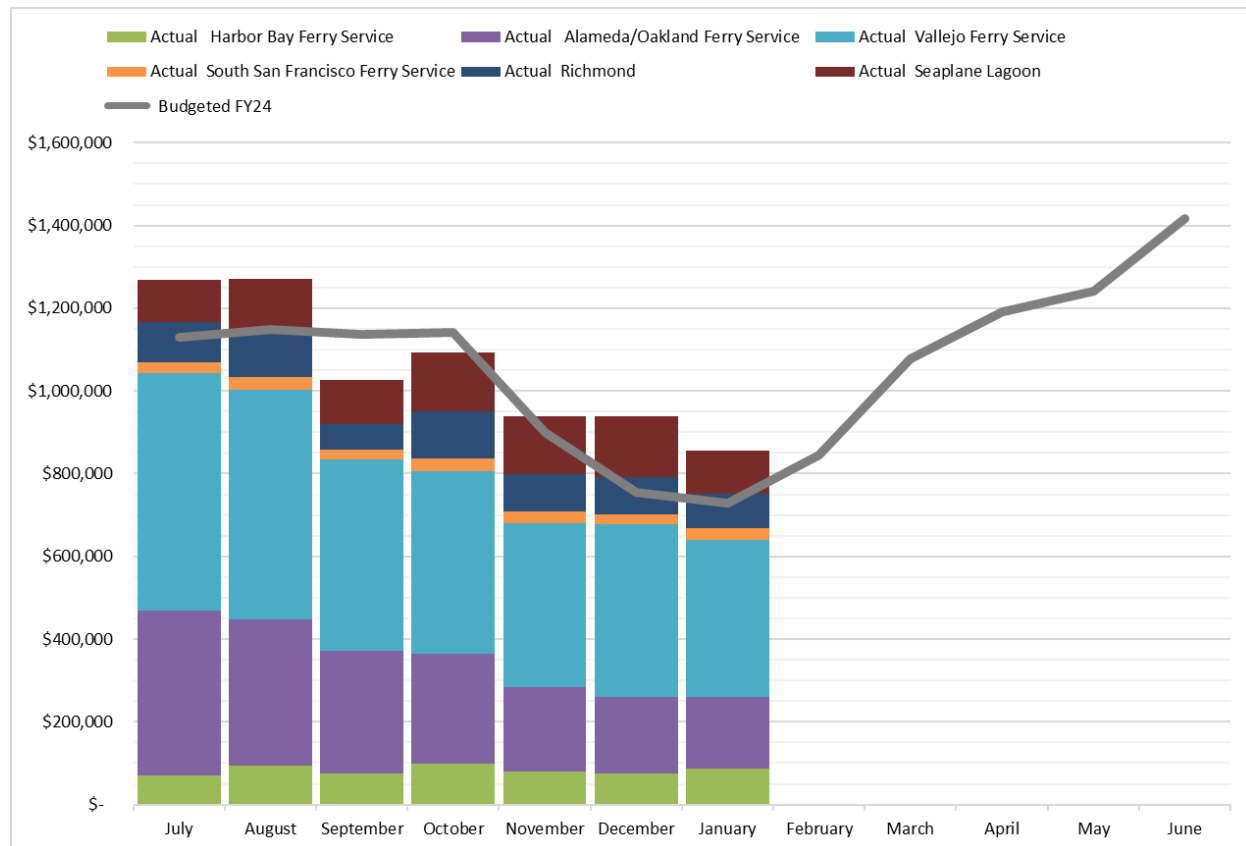
Financial Statements Summary

This report provides a summary of financial activity for the first six months of the Fiscal Year. Actual revenue and expense are reflected as of January 31 against the Fiscal Year 2023/24 approved budget.

Revenue and expense to date for operations is \$33.6 million and is within the approved budget. The table below shows a summary, with 58% of the fiscal year completed, compared to budget. The utilization rate on Federal Revenue is high compared to other sources due to an uneven utilization of that fund source till it is exhausted. Bridge Tolls and State Operating revenue will then be utilized.

Operating Budget vs. Actual	Year - To - Date		Annual	
	FY2022/23 Actual	FY2023/24 Actual	FY2023/24 Approved Budget	% of FY 2023/24 Budget
	Prior YTD	Current YTD		
Revenue:				
Fare Revenue	\$ 6,151,941	\$ 7,389,745	\$ 12,757,159	58%
Federal - COVID-19 Relief Funds	16,349,796	17,185,638	20,214,365	85%
Bridge Toll Revenues	8,472,268	6,641,382	25,759,450	26%
State Operating Assistance	N/A	-	3,238,254	0%
Contra Costa Measure J	2,163,736	2,194,335	3,761,720	58%
Other Revenue	213,032	176,968	2,696,074	7%
Total Operating Revenues	\$ 33,350,774	33,588,067	\$ 68,427,022	49%
Expense:				
Ferry Services (all)	\$ 31,405,392	\$ 31,899,781	\$ 64,481,828	49%
Planning & Administration	1,932,162	1,688,286	3,945,194	43%
Total Operatings Expenses	\$ 33,337,554	\$ 33,588,067	\$ 68,427,022	49%
Farebox Recovery % (Regular Service)	20%	23%		

With over six months of the year completed, an examination of fare revenue shows it to be on target for the year to date. The receipts are uneven by month as they reflect the different ridership patterns that were anticipated as part of the budget plan. The graph below shows a monthly tracking of fare revenue to date against the anticipated budget for that month.



Capital Budget expenses, as shown below, are \$20.1 million to date. Significant expenses during the month included payments for the Alameda Main Street project, vessel waterjet maintenance projects, and Vallejo Terminal dredging.

Capital Budget vs. Actual	FY2023/24 Actual Current YTD	FY2023/24 Approved Budget*	% of FY 2023/24 Budget
Revenue:			
Federal Funds	\$ 10,958,631	\$ 34,198,787	32%
State Funds	2,541,051	19,291,217	13%
Bridge Toll Revenues	3,390,238	20,017,064	17%
Other Revenues	3,246,534	4,471,710	73%
Total Capital Revenues	\$ 20,136,454	\$ 77,978,778	26%
Expense:			
Total Capital Expenses	\$ 20,136,454	\$ 77,978,778	26%

The financial reports attached show the more detailed operating, administrative, and capital activity for the month of January, year-to-date amounts against budget for the fiscal year, and historical comparisons of operating expense against the prior year.

Investment Report

The total monthly balance held in both the Local Agency Investment Fund (LAIF) and our commercial bank as of January 31 is \$18,937,607.

Fiscal Impact

There is no fiscal impact associated with this informational item.

***END**

San Francisco Bay Area Water Emergency Transportation Authority
FY 2023-24 Operating & Administration Revenue and Expense
Through the Month Ending 1/31/24

% of Year Elapsed

58%

	Jan-24 Actual	Year - To - Date		Total FY2023-24 Budget	Total Budget
		FY2022-23 Actual	FY2023-24 Actual		
OPERATING EXPENSE					
<u>FERRY OPERATIONS:</u>					
Harbor Bay Ferry Service (AHBF)					
Vessel Crew Labor	\$162,934	\$931,972	1,012,792	\$1,825,501	55%
Vessel Fuel	66,160	\$678,767	577,517	1,087,800	53%
Vessel Operations & Maintenance	44,948	\$272,736	288,230	830,241	35%
Facility Operations & Maintenance	70,496	\$375,858	440,537	798,286	55%
System Expense	55,378	\$407,571	431,823	1,008,100	43%
Total Harbor Bay Farebox Recovery - AHBF	\$399,916	\$2,666,904	\$2,750,899	\$5,549,929	50%
	22%	16%	21%	15%	
Alameda/Oakland Ferry Service (AOFS)					
Vessel Crew Labor	\$391,041	\$2,475,189	\$2,426,515	\$4,381,204	55%
Vessel Fuel	159,102	\$1,853,392	1,618,492	2,952,600	55%
Vessel Operations & Maintenance	72,452	\$746,781	456,090	1,169,544	39%
Facility Operations & Maintenance	185,818	\$1,037,377	1,141,947	2,056,349	56%
System Expense	147,954	\$1,175,752	1,177,177	2,545,914	46%
Total Alameda/Oakland Farebox Recovery - AOFS	\$956,366	\$7,288,492	\$6,820,220	\$13,105,611	52%
	18%	22%	28%	26%	
Vallejo Ferry Service (Vallejo)					
Vessel Crew Labor	\$439,921	\$2,791,103	\$2,847,177	\$4,928,854	58%
Vessel Fuel	354,401	\$4,194,992	3,792,956	\$7,148,400	53%
Vessel Operations & Maintenance	147,737	\$840,590	772,444	\$1,290,015	60%
Facility Operations & Maintenance	413,524	\$2,169,141	2,223,572	4,687,016	47%
System Expense	181,629	\$1,297,548	1,391,851	3,141,546	44%
Total Vallejo Farebox Recovery - Vallejo	\$1,537,211	\$11,293,374	\$11,028,001	\$21,195,831	52%
	25%	26%	29%	28%	
South San Francisco Ferry Service (SSF)					
Vessel Crew Labor	\$130,347	\$680,333	\$951,226	\$1,642,951	58%
Vessel Fuel	40,943	\$485,514	548,903	777,000	71%
Vessel Operations & Maintenance	51,227	\$232,318	368,449	929,482	40%
Facility Operations & Maintenance	73,572	\$375,645	433,198	761,156	57%
System Expense	45,284	\$235,537	289,604	860,610	34%
Total South San Francisco Farebox Recovery - SSF	\$341,373	\$2,009,346	\$2,591,381	\$4,971,200	52%
	9%	7%	7%	6%	
Richmond Ferry Service (Richmond)					
Vessel Crew Labor	\$293,281	\$1,918,634	\$1,876,270	\$3,285,903	57%
Vessel Fuel	102,382	\$1,290,874	1,121,834	2,175,600	52%
Vessel Operations & Maintenance	64,465	\$350,112	414,871	1,136,367	37%
Facility Operations & Maintenance	145,929	\$737,167	948,403	1,720,952	55%
System Expense	107,883	\$549,596	678,964	1,898,232	36%
Total Richmond Farebox Recovery - Richmond	\$713,940	\$4,846,383	\$5,040,342	\$10,217,053	49%
	12%	10%	13%	10%	

(continued on next page)

San Francisco Bay Area Water Emergency Transportation Authority
FY 2023-24 Operating & Administration Revenue and Expense
Through the Month Ending 1/31/24

% of Year Elapsed

58%

	Jan-24 Actual	Year - To - Date		Total FY2023-24 Budget	Total Budget
		FY2022-23 Actual	FY2023-24 Actual		
OPERATING EXPENSE (continued)					
Seaplane Lagoon Ferry Service (SPL)					
Vessel Crew Labor	\$211,814	\$1,174,726	\$1,309,744	\$2,190,602	60%
Vessel Fuel	64,569	\$906,349	790,712	1,398,600	57%
Vessel Operations & Maintenance	40,579	\$388,282	272,073	745,262	37%
Facility Operations & Maintenance	94,029	\$362,381	588,207	1,018,718	58%
System Expense	74,828	\$469,155	556,951	1,351,283	41%
Total Seaplane Lagoon Farebox Recovery - SPL	\$485,819	\$3,300,893	\$3,517,688	\$6,704,465	52%
	21%	18%	25%	18%	
Sub-Total Ferry Operations (Ongoing Service) Farebox Recovery	\$4,434,626	\$31,405,392	\$31,748,530	\$61,744,087	51%
	19%	20%	23%	21%	
Hydrogen Demostration Project (Sea Change)	\$27,515.40	13,220	\$ 151,251	\$1,737,741	9%
Oakland Estuary Demonstration Project		<i>N/A</i>	-	\$1,000,000	0%
Subtotal Ferry Operations (All)	\$4,462,141	\$31,418,612	\$31,899,781	\$64,481,828	49%
PLANNING & ADMINISTRATION:					
Wages and Fringe Benefits	\$229,246	\$1,268,797	\$1,293,035	\$2,437,349	53%
Professional & Other Services	104,860	996,861	676,499	2,046,600	33%
Information Tech., Office, Supplies	6,473	41,693	15,353	148,800	10%
Utilities/Communications	2,920	11,399	11,927	31,700	38%
Insurance	4,429	14,443	17,533	25,508	69%
Dues, Memberships, Misc.	21,595	43,128	73,749	123,440	60%
Leases and Rentals	21,259	143,251	148,633	267,040	56%
Admin Overhead Expense Transfer	(85,235)	(587,412)	(548,443)	(1,135,242)	48%
Sub-Total Planning & Gen Admin	\$305,545	\$1,932,162	\$1,688,286	\$3,945,194	43%
Total Operating Expense	\$4,767,686	\$33,350,774	\$33,588,067	\$68,427,022	49%
OPERATING REVENUE					
Fare Revenue	\$854,617	\$6,151,941	\$7,389,745	\$12,757,159	58%
Federal Operating Assistance	2,786,566	16,349,796	17,185,638	20,214,365	85%
Regional - Bridge Toll	776,301	8,472,268	6,641,382	25,759,450	26%
State Operating Assistance		<i>N/A</i>	-	3,238,254	0%
Regional - Contra Costa Measure J	313,477	2,163,736	2,194,335	3,761,720	58%
Other Revenue	36,725	\$213,032	176,968	2,696,074	7%
Total Operating Revenue	\$4,767,686	\$33,350,774	\$33,588,067	\$68,427,022	49%

San Francisco Bay Area Water Emergency Transportation Authority
FY 2023/24 Capital Revenue and Expense
Through the Month Ending 1/31/24

Project Description	Jan-24	Total Project Budget	Prior Year Expense	Total FY2023/24 Budget	Year-To-Date FY2023/24 Actual	Total Future Year	% of Total Project Budget
	Total						
CAPITAL EXPENSES:							
FACILITIES:							
Electrification							
Zero Emission Float Electrification	\$ 24,231	\$ 15,055,880	\$ 276,292	\$ 13,007,000	\$ 176,275	\$ 1,772,588	3%
Shoreside Electrical Initiative (Planning Phase)		2,541,685		2,417,000	-	124,685	0%
Terminal Improvement							
Terminal Rehabilitation - Alameda Main Street	1,298,206	9,760,000	1,779,132	7,980,868	7,334,436	0	93%
Passenger Float Rehabilitation - South San Francisco		908,500	601,192	190,250	-	117,058	66%
Terminal Dredging - Vallejo	518,015	2,842,000	-	2,842,000	2,253,983	-	79%
Terminal Reconfiguration - Vallejo	41,970	16,696,000	62,059	440,117	210,339	16,193,824	2%
Central Bay Terminal Expansion		1,849,000	937	550,000	-	1,298,063	0%
Passenger Float Rehabilitation - Pier 9		1,362,000	-	1,362,000	-	-	0%
Mission Bay Ferry Landing Project		6,000,000	-	6,000,000	-	-	0%
Berkeley Pier/Ferry Project		3,000,000	-	3,000,000	-	-	0%
Oakland Expansion Feasibility		900,000	-	900,000	-	-	0%
Temporary Floats (emergency)		445,000	-	445,000	-	-	0%
FERRY VESSELS:							
Vessel Construction							
New Commuter Class High-Speed Vessels - (Two)	18,166	30,115,000	26,449,977	2,557,000	2,134,237	1,108,023	95%
All Electric Expansion Small Vessels	41,431	13,250,450	106,893	2,000,000	91,666	11,143,557	1%
Replacement Vessels - MV Bay Breeze and Solano	46,965	37,902,400	11,652,246	7,359,400	5,315,008	18,890,754	45%
Replacement Vessel - MV Intintoli	4,322	26,446,700	377,522	7,370,000	155,826	18,699,178	2%
Replacement Vessel - MV Mare Island		26,500,000	-	4,120,000	9,716	22,380,000	0%
Vessel Acquisition - 28' Workboat	322	240,000	-	240,000	322	-	0%
Vessel Rehabilitation and Refurbishment							
Vessel Engines Conversion - Gemini Class Vessels **		N/A**	-	N/A**	88,573	-	0%
Vessel Mid-Life Refurbishment - MV Gemini	753	4,488,000	-	4,488,000	1,671	-	0%
Vessel Waterjet System Upgrade - Pyxis Class Vessels	449	700,000	-	350,000	211,430	350,000	30%
Vessel Mid-Life Refurbishment & Engine Overhaul - MV Pisces		4,679,000	-	4,354,000	8,381	325,000	0%
Vessel Quarter Life Refurbishment - MV Hydrus		2,252,000	-	238,700	-	2,013,300	0%
Engine Overhauls - FY22/FY23	1,094	2,235,000	907,191	1,129,943	403,203	197,867	59%
Engine Overhauls - FY24	-	2,010,000	-	1,900,000	912,162	110,000	45%
Major Waterjet Projects	342,601	1,404,500	-	1,404,500	750,604	-	53%
Spare Parts	77,437	1,333,000	-	1,333,000	78,622	-	6%
Total Capital Expenses	\$2,415,964	\$214,916,115	\$42,213,440	\$77,978,778	\$20,136,454	\$94,723,896	
CAPITAL REVENUES:							
Federal Funds	\$382,073	\$112,540,737	\$12,109,513	\$34,198,787	\$10,958,631	\$66,232,437	20%
State Funds	(278,344)	54,168,310	22,276,784	19,291,217	2,541,051	12,600,309	46%
Regional - Bridge Toll	373,136	42,878,054	6,626,505	20,017,064	3,390,238	16,234,485	23%
Local	1,939,098	5,329,014	1,200,638	4,471,710	3,246,534	(343,334)	83%
Total Capital Revenues	\$2,415,964	\$214,916,115	\$42,213,440	\$77,978,778	\$20,136,454	\$94,723,897	

** Retention Payment from Authorized FY23 Project Occuring after Close of FY23

San Francisco Bay Area Water Emergency Transportation Authority
January 31, 2024 Investment Report

	Jan-24
Bank of America (Checking)	\$ 3,776,287
Bank of America (Prop 1B)	589,398
Bank of America (Measure B/BB)	8,556,720
Local Agency Investment Fund (LAIF)	6,015,202
Total	\$ 18,937,607

TO: WETA Board Members

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

SUBJECT: WETA Federal Legislative Board Report – March 2024

This report covers the following topics:

- Update on FY24 Appropriations Process and What it Means for WETA
- FY25 Appropriations Process Slowly Gets Underway – WETA Seeking CDS Funding
- WETA is Working to Expand Public Ferry Coalition

Update on FY24 Appropriations Process and What it Means for WETA

While many in Washington, D.C. thought we were headed towards a full-year continuing resolution (CR) this month – or at least another short-term CR – Congressional leaders were able to come to agreement on at least six of the twelve FY24 appropriations bills, including the FY24 Transportation-HUD (THUD) Appropriations bill. The THUD bill, which provides funding to the Federal Transit Administration (FTA) and programs that support public ferries, was taken up and passed by the House and Senate and signed into law by the President.

While Congressional leaders are still working to come to agreement on the remaining six appropriations bills, we know that we can count on the following:

- ***Funding Increase for the FTA 5307(h) Passenger Ferry Grant Program:*** The THUD bill contains \$20 million for the FTA 5307 Ferry Grant Program, which will be combined with the \$30 million base for a total of \$50 million for FY24. This plus-up is directly related to our lobby efforts, which we will replicate for the FY25 appropriations process.
- ***WETA Receives Congressionally Directed Spending (CDS):*** The THUD bill contains \$3 million for WETA to reconfigure the Vallejo Ferry Terminal. This is the second year in a row that WETA received Congressionally Directed Spending, which is a testament to our sustained lobbying and constant presence in front of the California Congressional delegation.

FY25 Appropriations Process Slowly Gets Underway – WETA Seeking CDS Funding

Normally, the appropriations process kicks off when the President delivers his budget request to Congress in early February. Because Congress is still working to complete work on the FY24 process and because the President didn't deliver his budget request to Congress until March 11th,

the FY25 appropriations process hasn't officially kicked off yet. However, several Congressional offices have started seeking Congressionally Directed Spending (CDS) requests.

WETA is submitting a request for \$2.8 million to electrify the Treasure Island Ferry Terminal. Funding will be used to install a low-voltage electrical service connection between the terminal and the local electrical grid and extend electrical infrastructure onto the pier and passenger float, including conduit, conductors, electrical and changing components and a vessel mooring system.

WETA is Working to Expand Public Ferry Coalition

While it is up to any individual organization to advocate for funding for specific projects through the Congressionally Directed Spending (CDS) process, there is power in numbers when it comes to "programmatic funding". This means that we are more likely to be able to increase funding for the FTA 5307(h) Passenger Ferry Grant Program, the FTA Low or Zero Emission Ferry Grant Program or the FHWA Ferry Formula Program if we advocate together with other public ferry operators. This is why we started the Public Ferry Coalition years ago, and it is why we are working with WETA staff to expand coalition membership right now.

The basic thinking is that if we can get more public ferry operators to advocate for WETA's funding priorities, the more support we will be able to generate on Capitol Hill. Members of Congress make decisions for numerous reasons, but what motivates members of the House and Senate the most is constituency. In other words, bringing more public ferry operators into the coalition from more states means that more members of Congress will have a constituent stake in these issues, and that will equate to more political support for growing funding for public ferry systems. In addition to having strength in numbers, growing the coalition will lead to greater geographic diversity, which will result in greater political diversity, which will equate to greater bipartisan support in Congress. Having support from Democrats and Republicans is always important but becomes even more so if an election results in a shift of power in the House or Senate from Democrats to Republicans or vice versa, as could be the case with the 2024 election.

This effort is especially important as we look to next year when Congress is likely to begin working on the next surface transportation bill reauthorization. Funding for transportation grant programs like the FTA 5307(h) Passenger Ferry Grant Program, the FTA Low or Zero Emission Ferry Grant Program and the FHWA Ferry Formula Program runs out at the end of fiscal year 2026, which means that we will need to ramp up advocacy efforts in 2025 when Congressional committees start holding hearings and begin taking input from key stakeholders.

Respectfully Submitted,
Peter Friedmann and Ray Bucheger



1415 L Street
Suite 1000
Sacramento
CA, 95814
916-446-4656

March 12, 2024

TO: Board of Directors - San Francisco Bay Area Water Emergency Transportation Authority

FM: Matt Robinson, Partner
Michael Pimentel, Legislative Advocate

RE: **STATE LEGISLATIVE UPDATE – March 2024**

General Update

February 16 marked the bill introduction deadline for the Legislature; this means that all measures to be acted on in the second year of the 2023-24 legislative session that were not previously 2-year bills must be introduced in the form of a new bill by this deadline. The Legislature introduced a total of 2,124 new bills this year, with 674 of them being placeholder bills containing intent or otherwise non-substantive language. The deadlines for spot bills to be amended are March 11 and March 20 in the Assembly and Senate, respectively. Spot bills that aren't amended by these deadlines will not continue in the 2023-24 legislative session.

On February 20, policy committees began to hear and vote on two-year bills, but we can expect policy committees to be in full swing in the upcoming weeks and hearing newly introduced bills. For more information about key legislative and budget deadlines, see the adopted 2024 Legislative Calendar available [here](#).

WETA Sponsored Legislation Heard in Assembly Revenue and Taxation Committee

Since we last reported to you, the WETA-sponsored AB 2061 (Wilson) was heard in the Assembly Revenue & Taxation Committee on March 11 and was moved to the Committee's "suspense file." As a reminder, this bill would create through January 1, 2030, a sales and use tax exemption for zero-emission ferries purchased by public transit agencies.

Under the Assembly Revenue & Taxation Committee's Rules for the 2023-24 Regular Session, any bill estimated to result in an annual revenue loss or gain of \$150,000 or more will be moved to the Committee's suspense file, without prejudice, for further consideration.

The bill will receive another hearing in the Assembly Revenue and Taxation Committee later this spring.

Regional Measure Gets New Title and Bill Number

The effort to authorize the San Francisco Bay Area to propose a regional measure to fund transportation, dubbed **Connect Bay Area**, will now be ensconced in SB 1031 (Wiener). We expect the bill to have substantive language in print by March 20 in order to meet the deadline above. As far as

what substance may be forthcoming, we believe the legislation will include various revenue mechanisms, funding priorities identified by MTC, identification of a governance structure / regional network manager, a minimum guarantee for transit operations, and a consolidation study. We will have more to share in our next report once the bill is in print.

Transit Transformation Task Force Holds Second Meeting

On Thursday, February 29, the Transit Transformation Task Force held its second meeting in Sacramento, with much of the conversation focused on ideal areas of focus that the public transit industry must attain by 2030 in order to meet state environmental mandates. The discussion kicked off with moderators setting the tone and intention of the meeting and future Task Force meetings, asking that Task Force members endeavor to harbor “aspirational, unconstrained, positive, equitable, and focused” discussions meant to spark innovative ideas in transforming public transit.

Overall, the agenda included the following modules as topics for discussion:

- Review of Task Force’s goals and objectives (as outlined in SB 125)
- Review of CA’s (environmental) goals and implications for transit
 - *Q: What challenges must we overcome / changes must we make to transit to reach these goals?*
- Review of case studies of how CA might transform transit ridership
- Preview of next steps, meeting schedule, and responsibilities of the Task Force and Technical Working Group

Finally, as part of the discussion, CalSTA highlighted the responsibilities of the Task Force relative to a Technical Working Group that CalSTA will soon establish. In short, the Task Force will direct the state's overall effort, identify topics for further investigation, make recommendations, and review and sign onto the final report to the Legislature due October 2025. The Technical Working Group will support the Task Force in data analysis and provide technical guidance, provide feedback on the draft final report, and assimilate public comments in edits to the draft final report.

The Task Force is subject to the state’s open meeting requirements for state bodies, known as Bagley-Keene, and as such, all agenda materials will be available on [CalSTA’s website](#). The next Task Force meeting will take place on April 15, 2024 in San Diego.

New Leader in State Senate Takes the Reins

On February 5, 2024, a new leader in the California State Senate was sworn in. Senate President pro Tempore Mike McGuire (D-Healdsburg) took the gavel from then-current Senate President pro Tempore Toni Atkins (D-San Diego) during the day’s floor session. Shortly after taking over as pro Tem, Senator McGuire announced his leadership team and committee chairs.

We note several relevant appointments below:

- Senate Majority Leader - Senator Lena A. Gonzalez (D-Long Beach)
- Senate Transportation Committee Chair - Senator Dave Cortese (D-San Jose)
- Senate Appropriations Committee Chair - Senator Anna M. Caballero (D-Merced)

- Senate Budget and Fiscal Review Committee Chair - Senator Scott D. Wiener (D-San Francisco)
- Senate Budget Subcommittee #2 on Resources, Environmental Protection and Energy Chair Senator Josh Becker (D-Menlo Park)
- Senate Budget Subcommittee #5 on Corrections, Public Safety, Judiciary, Labor and Transportation Chair Senator Aisha Wahab (D-Hayward)
- Senate Local Government Committee (New Committee) Chair - Senator María Elena Durazo (D-Los Angeles)

The full list of leadership appointments, committee chairs, and committee rosters is available [here](#).

California Transportation Commission Elects New Leaders, Speaker Rivas and Pro Tem McGuire Appoint New Commissioners

At its January meeting, the California Transportation Commission elected Carl Guardino as its Chair and Darnell Grisby as its Vice Chair. Guardino was appointed by Governor Arnold Schwarzenegger to a four-year term on the Commission in 2007, reappointed twice by Governor Jerry Brown, and in 2019 and 2023, Governor Gavin Newsom appointed him to his fourth and fifth consecutive four-year terms. He has served as Commission Vice Chair since 2022. Grisby was appointed by Governor Gavin Newsom to a four-year term on the Commission in 2021.

On February 1, Assembly Speaker Robert Rivas (D-Salinas) appointed Robert Tiffany to a four-year term on the Commission. Tiffany is a former Supervisor for the County of San Benito and replaces Commissioner Joe Lyou, an appointee of former Assembly Speaker Anthony Rendon (D-Lakewood), whose term expired in 2024. On March 6, Senate President pro Tempore Mike McGuire (D-Healdsburg) appointed Senator David Cortese (D-San Jose) as the Senate's ex-officio representative on the Commission, replacing Senator Josh Newman (D-Fullerton).

Sponsored Legislation

AB 2061 (Wilson) State Sales Tax Exemption: Zero-Emission Ferries (SPONSOR)

This bill would, through January 1, 2030, exempt the purchase of zero-emission ferries by public transit agencies from the state portion of the sales and use tax.

Legislation of Interest

SB 532 (Wiener) Bridge Toll Increase for Transit Operations

This bill, as currently drafted, would temporarily raise tolls on seven state-owned bridges in the Bay Area by \$1.50 for five years, generating approximately \$180 million annually. SB 532 would direct this revenue to the Metropolitan Transportation Commission to help eligible transit operators avoid service cuts and maintain operations and to transform transit service pursuant to MTC's adopted Transit Transformation Action Plan, or to make specific safety, security, reliability, or cleanliness improvements. SB 532 is co-authored by a group of lawmakers, including Senators Cortese and Becker, and Assembly Members Haney, Ting, Lee, Bonta, and Wicks. **This is a two-year bill.**

SB 537 (Becker) Open Meetings: Multijurisdictional, Cross-County Agencies: Teleconferences

The bill would authorize the legislative body of a multijurisdictional, cross-county agency, as specified, to use alternate teleconferencing provisions if the eligible legislative body has adopted an authorizing resolution, as specified. The bill would also require the legislative body to provide a record of

attendance and the number of public comments on its internet website within 7 days after a teleconference meeting, as specified. The bill would require at least a quorum of members of the legislative body to participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction. The bill would require the legislative body to identify in the agenda each member who plans to participate remotely and to include the address of the publicly accessible building from each member will participate via teleconference. The bill would prohibit a member from participating remotely pursuant to these provisions unless the remote location is the member's office or another location in a publicly accessible building and is more than 40 miles from the location of the in-person meeting. The bill would repeal these alternative teleconferencing provisions on January 1, 2028. **This is a two-year bill.**

SB 925 (Wiener) San Francisco Bay Area: Local Measure: Transportation Improvements

This bill would state the intent of the Legislature to enact subsequent legislation to authorize the Metropolitan Transportation Commission to propose a revenue measure to the voters in its jurisdiction to fund the operation, expansion, and transformation of the Bay Area's public transportation system, as well as other transportation improvements. **This effort will now be in SB 1031 (Wiener).**

SB 926 (Wahab) San Francisco Bay Area: Public Transportation

This bill would require the California State Transportation Agency to develop a plan to consolidate all transit agencies that are located within the geographic jurisdiction of the Metropolitan Transportation Commission. **This effort will now be in SB 1031 (Wiener).**

SB 960 (Wiener) Complete Streets Projects on the State Highway System

This bill would require all transportation projects funded or overseen by Caltrans to provide "comfortable, convenient, and connected complete streets facilities" unless exempt pursuant to the bill and would require the SHOPP asset management plan to prioritize the implementation of "comfortable, convenient, and connected facilities" for pedestrians, bicyclists, and transit users on all projects in the program. The bill would require the CTC to adopt 4-year and 10-year objective targets and performance measures reflecting state transportation goals and objectives, including for complete streets assets that reflect the existence and conditions of bicycle, pedestrian, and transit facilities on the state highway system. The bill would require Caltrans and CTC to use the updated asset management plan and to guide the selection of transit priority projects for the SHOPP.

This bill would define "transit priority project" as a roadway design, operations, and enforcement action, treatment, or project that helps transit buses and other transit vehicles avoid traffic congestion, reduce signal delays, and move more predictably and reliably. The bill would require Caltrans to adopt a policy on transit priority projects for state and local highways and require Caltrans to take certain actions to streamline the approval of transit priority projects. The bill would require Caltrans to establish 4-year and 10-year targets for the fast and reliable movement of transit vehicles on state highways. Finally, this bill would require the Caltrans to establish a process to streamline the approval of pedestrian facilities, traffic calming improvements, bicycle facilities, and transit priority projects at locations where a local highway is above, below, or otherwise intersects with, a conventional state highway.

SB 1031 (Wiener) Bay Area Transportation Regional Measure / Transit Consolidation

While not yet amended, this bill will become the authorization legislation for the Bay Area regional transportation funding measure and will also include requirements for a transit consolidation study.

AB 1837 (Papan) San Francisco Bay Area: Public Transportation

This bill, which is a spot bill, would state the intent of the Legislature to enact subsequent legislation to encourage coordination and collaboration among transit agencies in the San Francisco Bay area.

MEMORANDUM

TO: Board Members

FROM: Seamus Murphy, Executive Director
Michael Gougherty, Planning & Development Manager
Timothy Hanners, Operations & Maintenance Manager
Gabriel Chan, Transportation Planner
Joseph Ramey, Operations Analyst

SUBJECT: Monthly Operations, Ridership, and Recovery Report – March 2024

Background

Operations

Following the implementation of the new Swiftly system for ridership and service operations data in January 2023, staff are now able to develop accurate and real-time on-time performance and reliability reports. Staff will now aggregate and publish this data in the Monthly Operations, Ridership, and Recovery Report.

The following metrics are now included in this report:

- **On-Time Trips:** Trips arriving early, on-time, or less than five minutes after the scheduled arrival time.
- **Late Trips:** Trips arriving five minutes or more past the scheduled arrival time.
- **Cancelled Trips:** Cancelled trips not replaced by a substitute (backup) vessel.
- **On-Time Performance (OTP):** The percentage of total trips that arrived early, on-time, or less than five minutes after the scheduled arrival time.
- **Service Reliability:** The percentage of scheduled trips that were operated, after adjusting for trips cancelled.

In addition, staff will compare on-time performance and service reliability metrics of other ferry operators to those of WETA moving forward. On-time performance and reliability data will be sought from the following public ferry operators:

- Golden Gate Ferry
- Washington State Ferries
- Kitsap Transit
- Staten Island Ferry
- NYC Ferry
- Massachusetts Bay Transportation Authority (MBTA) Ferry

This new component of the monthly report will also inform potential initiatives that staff can pursue to improve on-time performance and reliability along with input from the Board and others.

Ridership Recovery

The WETA Pandemic Recovery Plan (Plan) began on July 1, 2021 with the enhancement of the Vallejo, Oakland & Alameda, and Richmond routes, the restart of the suspended Harbor Bay route, and the launch of the new Alameda Seaplane route. The following weekend also marked the relaunch of weekend service on the Vallejo, Oakland & Alameda, and Richmond routes. WETA relaunched the South San Francisco service in November 2021.

The Plan enhanced service during midday and weekend periods to reflect changing demands from regular commuters and recreational riders. Lower fares, more in line with parallel transit options such as BART or Transbay buses, is an additional feature of the Plan. This report provides a monthly update on ridership trends, comparisons to historical data and other regional transit operators, as well as upcoming service adjustments.

Discussion

Operations

Highlights:

- Overall, WETA's on-time performance and service reliability remained consistently high from month-to-month during the first two months of 2024.
- **On-time performance** averaged 98.4% systemwide for January and February compared to 97.0% for the same period in 2023, an increase of 1.4 percentage points.
- On-time performance is generally consistent for weekends and weekdays, and across routes, with minor variations from month-to-month.
- **Service reliability** averaged 98.5% systemwide for January and February 2024 compared to 98.7% for the same period in 2023, a slight decrease of 0.2 percentage points.
- There was a total of 120 trip segments cancelled in January and February combined, compared to 7,862 trip segments provided during these months. Cancelled trips represented 1.5% of total scheduled trips during this period. Cancellations in January were primarily due to a series of vessel mechanical failures, as discussed below. Cancellations in February mainly occurred on Sunday, February 4th, when WETA suspended operations due to hazardous weather conditions associated with a strong storm event during that time.
- In February we began the month with 6 vessels out of service due to a combination of unexpected mechanical issues and planned maintenance activities. We have worked to bring several vessels back into service, reducing the number of out of service vessels. As of the writing of this report, we currently have 4 vessels out of service. One vessel with a catastrophic gear box failure is expected to return to service near the end of March. We have three other vessels out of service for routine drydock inspections or moderate maintenance repairs. On a normal weekday, we utilize 11 vessels to maintain uninterrupted service; and 8 vessels on the weekends. We currently have more vessels available than is required to operate regular service.
- With the recent addition of the Delphinus vessel, we now have 17 vessels in our fleet. This vessel provides additional capacity to maintain regular service, especially during periods where a vessel is out of service for repairs and regular maintenance.
- As noted in the February report, we have actively engaged and scheduled an independent third-party audit of our maintenance systems to understand whether there are any areas of the maintenance program that could be improved upon to help minimize future equipment failures. Since the last Board Meeting the Operations team has performed a kick-off meeting with the maintenance auditors. The auditors are actively engaged in planning, gathering documents, and familiarizing themselves with our maintenance programs. The Operations team will provide updates to the Board on the progress of the auditors' work and findings as this project moves forward.
- WETA has similar, if not higher, levels of on-time performance and reliability compared to other public ferry operators analyzed. WETA's on-time performance in 2023 averaged 96.8% compared to 94.4% for other selected public ferry operators considered in this report. WETA's reliability performance in 2023 averaged 99.4% compared to 98.6% for the other public ferry operators analyzed. WETA will continue to track and monitor this data in 2024 as it becomes available.

- On-time performance and reliability data for the month of March will be provided in the April Monthly Operations, Ridership, and Recovery Report.

Ridership Recovery

Year-over-year, SF Bay Ferry ridership in 2023 increased by over 440,000 trips (25%) from 2022 ridership. In 2023, the system saw just over 2.2 million trips. Seasonal variation remains a strong factor in ridership patterns throughout the year. July 2023 saw more than double the ridership of January 2023 likely due to stronger weekend ridership in the summer and more workers deciding to commute in the warmer weather.

SF Bay Ferry remains on target with FY24 budget projections through January 2024. Looking forward to the spring and summer months, staff have fairly aggressive FY24 ridership projections with monthly ridership expected to exceed 250 thousand boardings in June 2024.

Recommendations

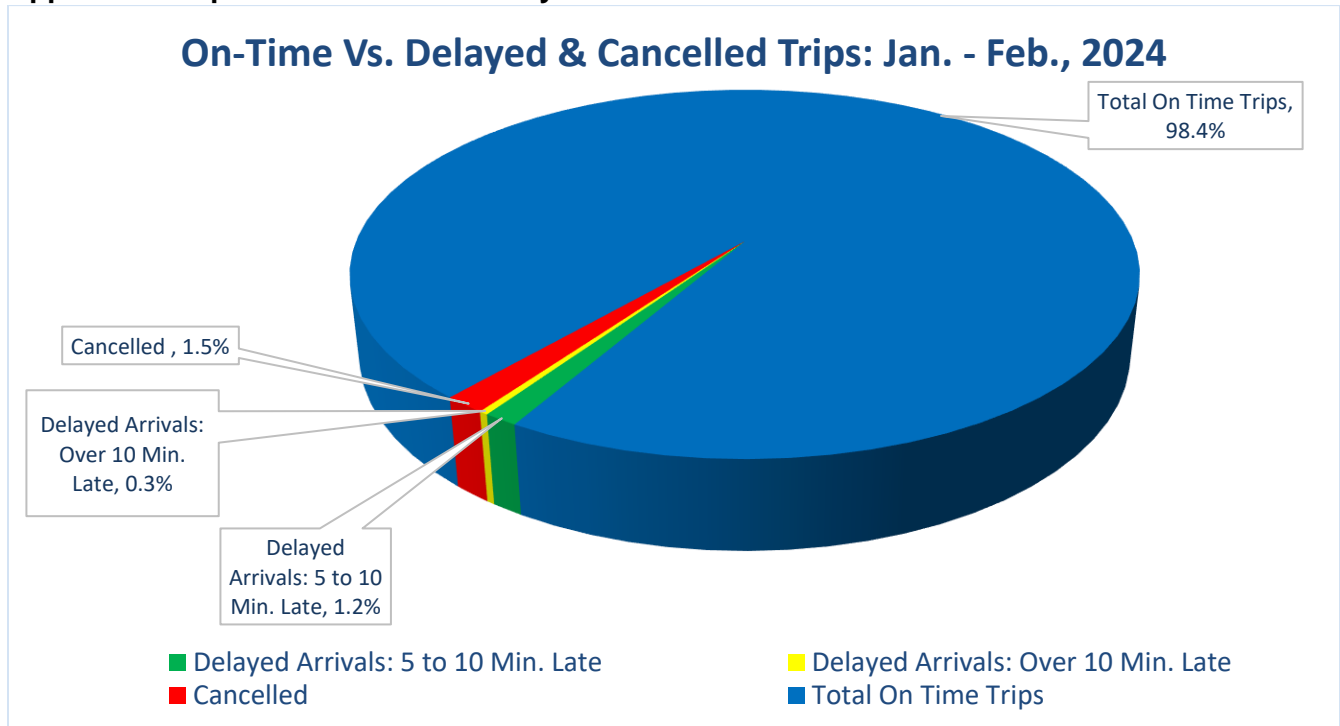
Operations

None at this time.

Ridership Recovery

None at this time.

Appendix A. Operations Data Summary

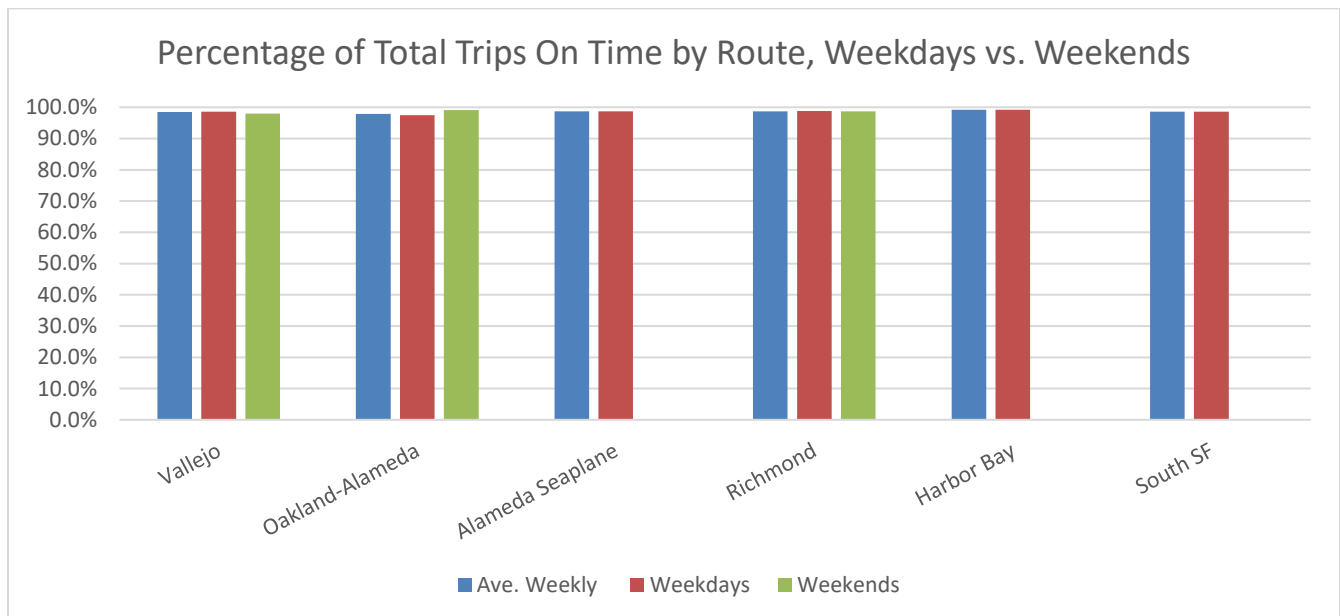


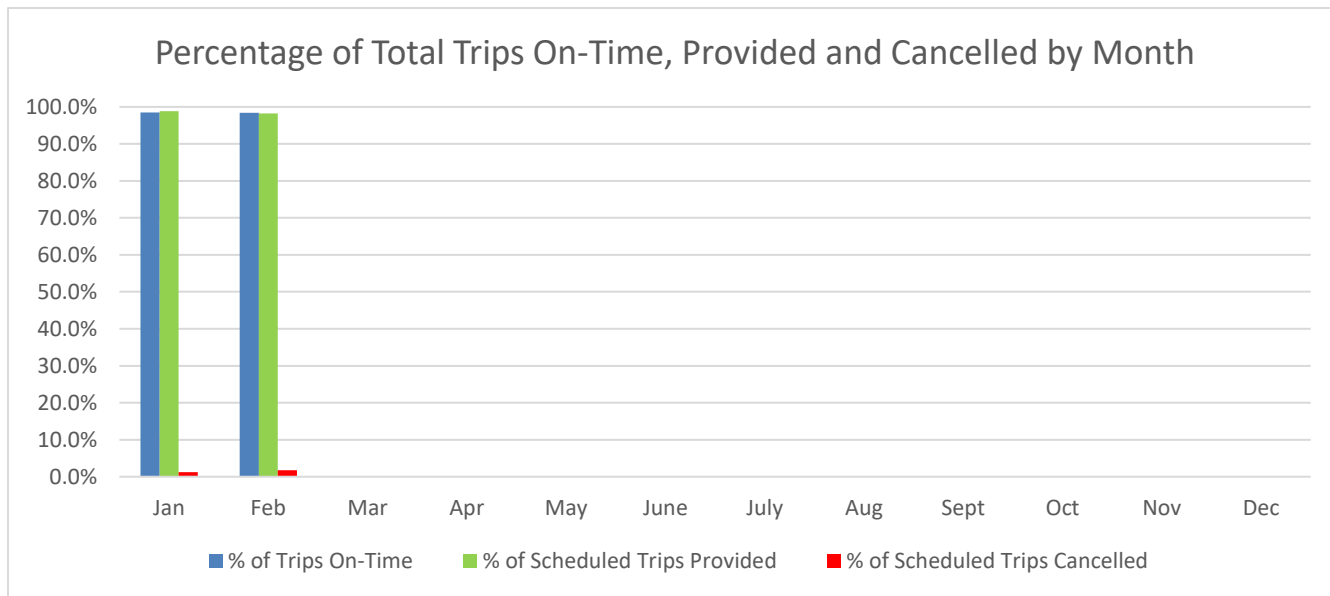
Percentage of Trips On-Time: Year-to-Date (January-February 2024)

Route	Ave. Weekly	Weekdays	Weekends
Vallejo	98.5%	98.6%	97.9%
Oakland-Alameda	97.9%	97.5%	99.1%
Alameda Seaplane	98.7%	98.7%	Not Provided
Richmond	98.7%	98.8%	98.7%
Harbor Bay	99.2%	99.2%	Not Provided
South SF	98.6%	98.6%	Not Provided
Total System	98.4%	98.4%	98.8%

On-Time Performance & Reliability by Month (Jan-Feb. 2024)

	% of Trips On-Time	% of Scheduled Trips Provided	% of Scheduled Trips Cancelled
January	98.5%	98.8%	1.2%
February	98.4%	98.3%	1.7%
March	-	-	-
April	-	-	-
May	-	-	-
June	-	-	-
July	-	-	-
August	-	-	-
September	-	-	-
October	-	-	-
November	-	-	-
December	-	-	-
Annual Average	98.4%	98.5%	1.5%





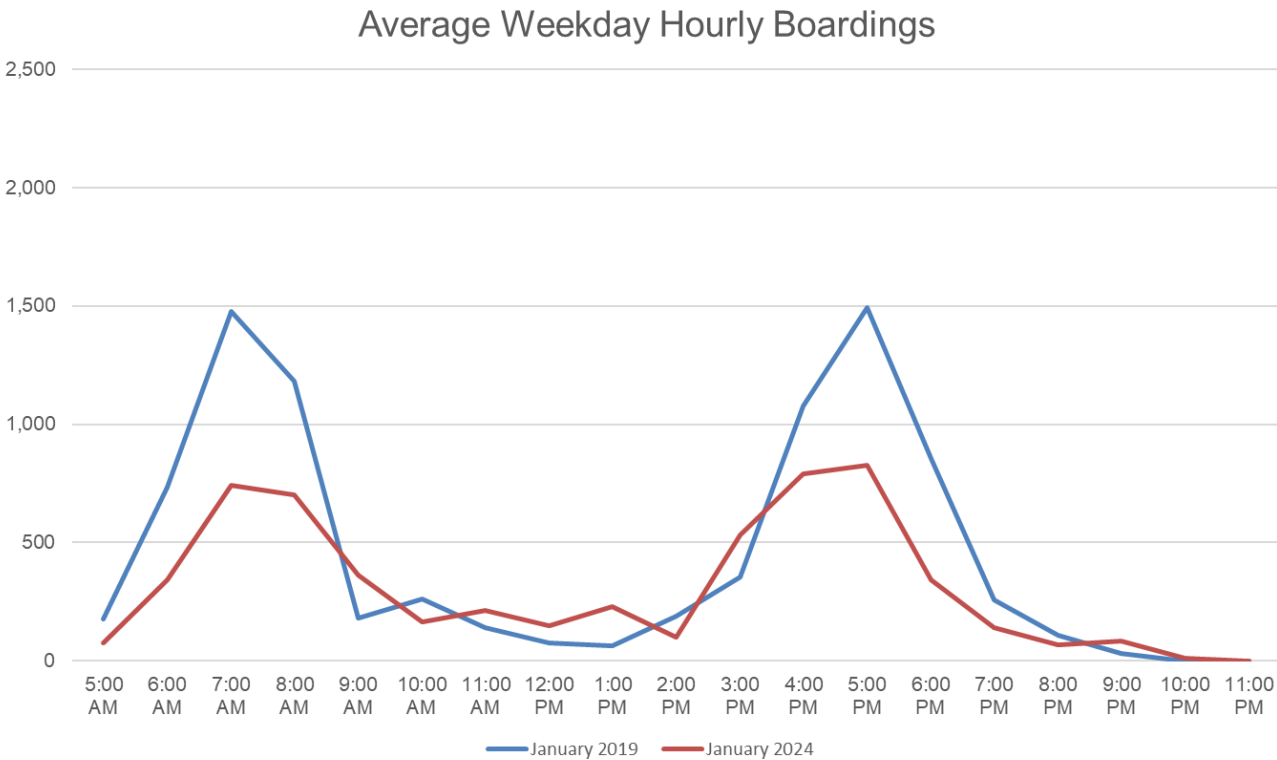
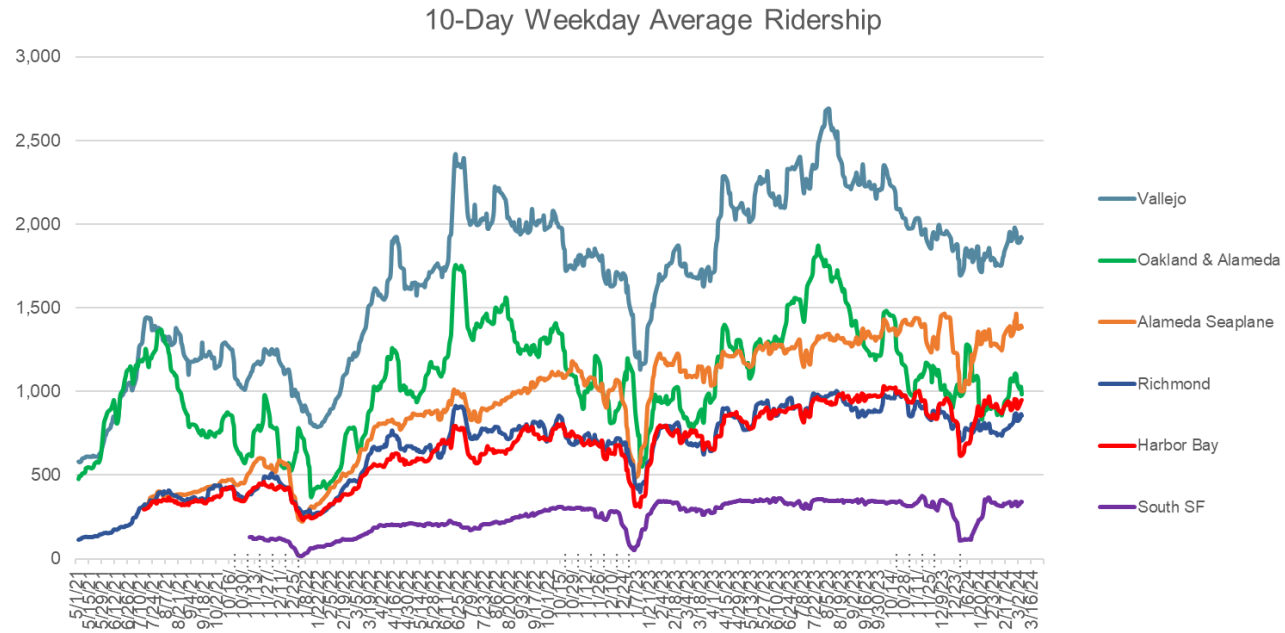
WETA On-Time Performance & Reliability Compared to Other Ferry Operators, Ave. Annual 2023*

	% of Trips on Time	% of Scheduled Trips Provided
Golden Gate	96.5%	99.0%
Washington State Ferries	84.0%	97.8%
Kitsap Transit	98.0%	98.7%
Massachusetts Bay Transportation Authority	99.2%	99.4%
NYC Ferry (Jan.-July only)	83.3%	97.4%
Staten Island Ferry	94.2%	99.5%
Average of Comps**	94.4%	98.6%
WETA	96.8%	99.4%
BART (Jan-Sept. only)	72.7%	n/a
MUNI	82.5%	n/a
AC Transit	74.4%	n/a

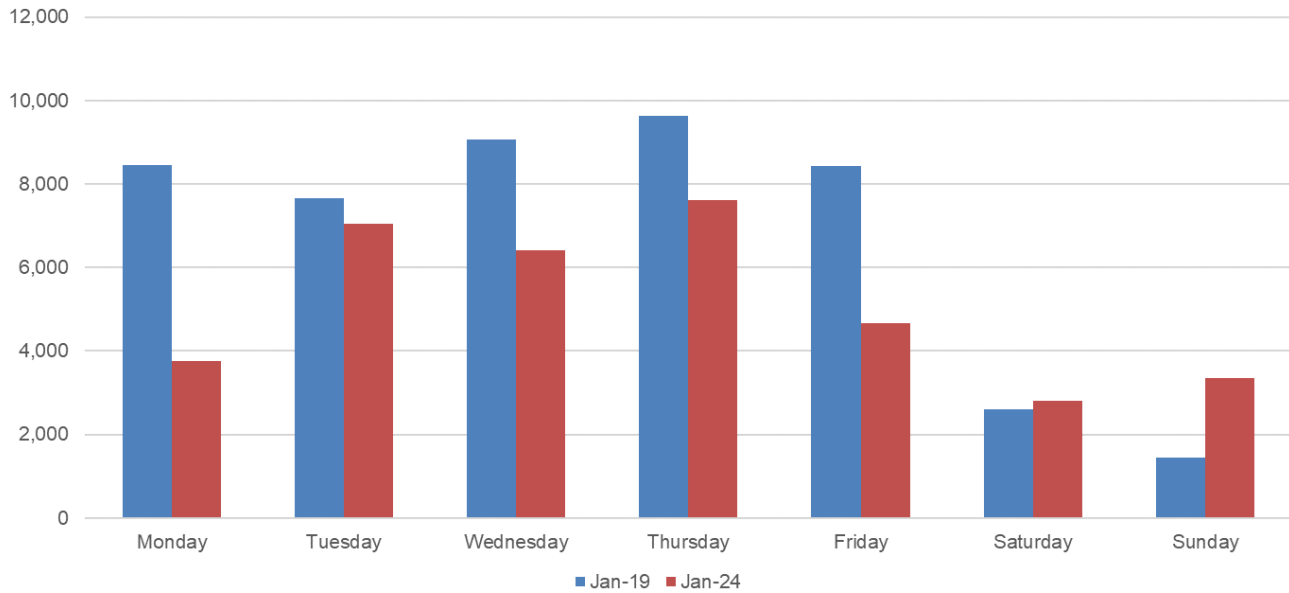
* The definition of on-time performance varies among the other ferry and transit operators considered in this analysis. Some operators consider on-time performance based on late departures instead of late arrivals. Most operators define on-time trips as trips departing or arriving within 5 minutes of the scheduled departure or arrival time.

** Average excludes NYC Ferry data as that operator paused reporting on-time performance and reliability figures beginning in August 2023.

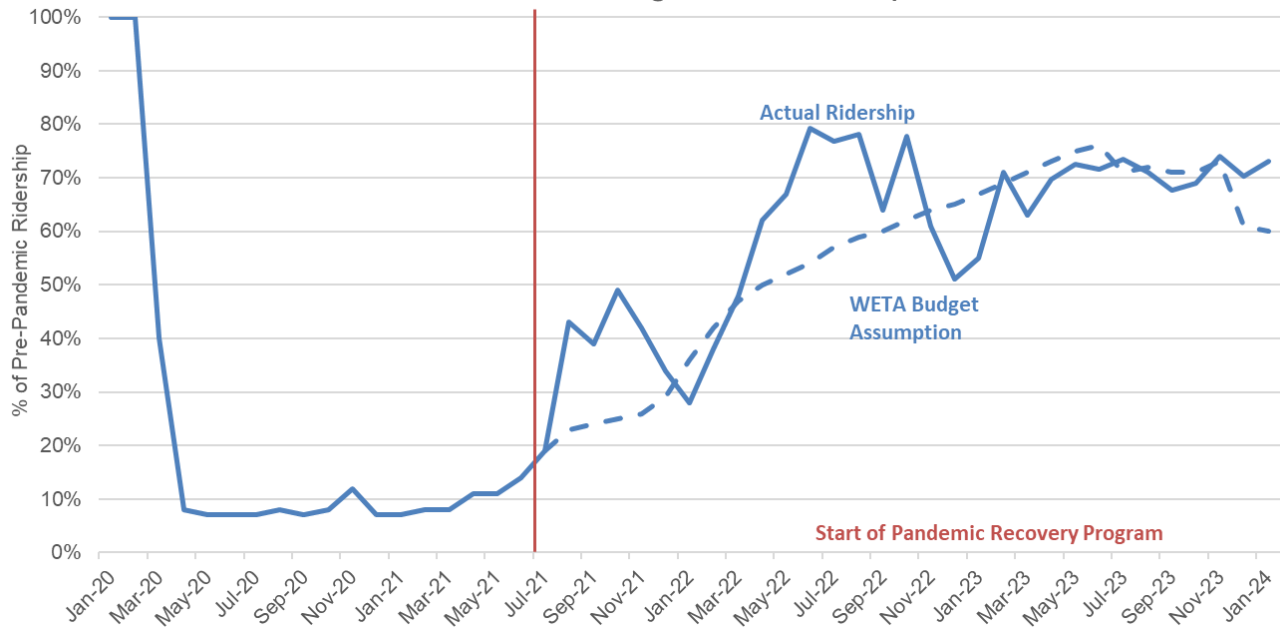
Appendix B. Ridership Recovery Data Summary



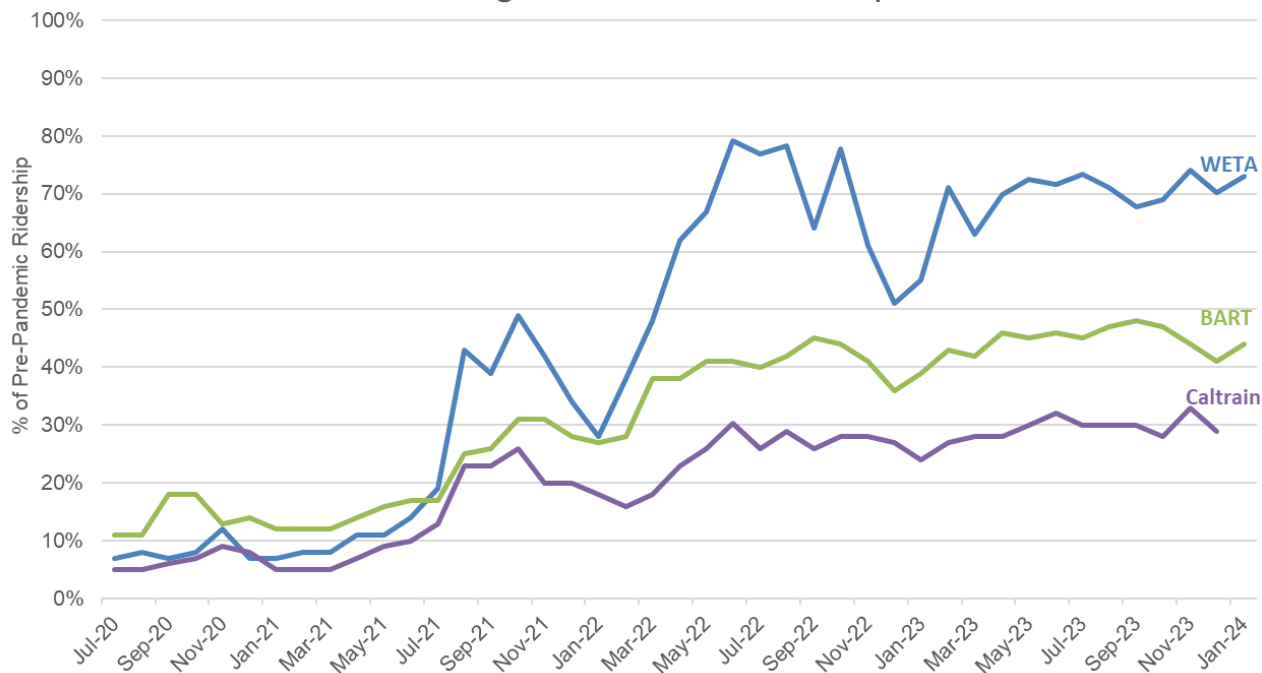
Average Boardings by Day of Week
 Systemwide



Actual vs. Budgeted Ridership



Regional Transit Ridership



Note: Caltrain ridership for January 2024 will be available following their March 2024 meeting.

January 2024		Oakland & Alameda*	Vallejo*	Richmond	Harbor Bay	Alameda Seaplane	South San Francisco**	Systemwide
Boardings	vs. last month	Total Passengers January 2024	39,543	47,542	20,063	19,199	27,527	159,814
		Total Passengers December 2023	33,962	46,199	19,223	15,773	30,327	149,971
		Percent change	16.43%	2.91%	4.37%	21.72%	-9.23%	6.56%
	vs. same month last year	Total Passengers January 2024	39,543	47,542	20,063	19,199	27,527	159,814
		Total Passengers January 2023	30,423	35,969	14,680	12,788	20,421	119,875
		Percent change	29.98%	32.17%	36.67%	50.13%	34.80%	33.32%
	vs. prior FY to date	Total Passengers Current FY To Date	366,344	380,677	142,299	118,753	174,098	1,223,466
		Total Passengers Last FY To Date	314,543	331,758	116,516	85,830	125,078	1,004,979
		Percent change	16.47%	14.75%	22.13%	38.36%	39.19%	21.74%
Ops Stats	Avg Weekday Ridership January 2024		1,719	2,067	872	835	1,197	6,948
	Passengers Per Hour January 2024		64	58	47	83	87	63
	Revenue Hours January 2024		616	813	428	231	315	2,535
	Revenue Miles January 2024		7,218	20,015	6,638	3,965	3,019	42,835

END

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

[February 8, 2024]

The Board of Directors of the San Francisco Bay Area Water Emergency Transportation Authority met in regular session at Hanson Bridgett LLP, 425 Market Street 26th Floor, San Francisco, CA and via videoconference.

1. CALL TO ORDER

Chair James Wunderman called the meeting to order at 1:01 p.m.

2. ROLL CALL

Chair Wunderman, Vice Chair Monique Moyer, Director Jessica Alba, Director Jeffrey DelBono, and Director Pippin Dew were in attendance

Chair Wunderman led the Pledge of Allegiance. He welcomed directors, staff, and meeting guests and noted that the meeting was being conducted in person and by videoconference and was being recorded. He advised guests about offering public comment and how guests could sign up to speak throughout the meeting.

3. REPORT OF BOARD CHAIR

Chair Wunderman began by thanking WETA Attorney Steven Miller and Hanson Bridgett LLP for hosting WETA.

Chair Wunderman said he had been thinking about the continuing challenges in terms of employees return to the office, public safety issues, economic issues, and the opportunity for changes and improvements to make public transit more available and accessible. He said that a lot has been accomplished over the past quarter century and a more important mission is the commitment to grapple climate change and adapting transportation systems to the land use pattern.

Chair Wunderman stated that it has been a great experience to be a part of the WETA Board and working with the Board members and staff. He remarked that there has been a lot on people's minds with elections happening and said that WETA had recently received some negative comments that were not warranted from a Metropolitan Transportation Commission (MTC) Commissioner. He noted that he didn't think that the comments elicited much response, noting that the system had a 99% customer satisfaction rate and that more people had returned to the ferries than any other transit system in the region.

Chair Wunderman congratulated Director Alba on her reappointment by California State Assembly Speaker Robert Rivas

4. REPORTS OF DIRECTORS

Director Alba thanked everyone for their support of her reappointment and said that she was excited and proud to be serving another six years and seeing the progress being made in decarbonization, regional seamless transit, equity, workforce development, and emergency response.

Director DelBono said that he was disheartened by the comments from the MTC Commissioner, who once served on WETA's Board and that the Commissioner deserved a response. He stated that the

comments were completely inaccurate, distasteful, and not fair noting that the Board and staff had worked hard to make ferries productive and affordable to cross the bay.

Director Dew stated that she was not familiar with the MTC Commissioner but had seen the article reporting on the Commissioner's comments. Director Dew thought the comments were irrelevant and out of touch with WETA's work. She expressed her excitement at being on the WETA Board and the aspirational work being done by WETA.

Director Dew said that she had attended the Solano Economic Development Corporation's annual stakeholders' breakfast earlier that morning with a panel discussion about California Forever. She said that there were many controversial issues and that transportation was front and center with the ferry being mentioned multiple times.

5. REPORTS OF STAFF

Executive Director Seamus Murphy welcomed WETA Administrative Specialist Elysa Silveira. He recognized Blue & Gold Fleet (Blue & Gold) President Patrick Murphy for being named President of the Board of Directors of the Passenger Vessel Association (PVA). Mr. Murphy said that the appointment happened during the PVA Annual Convention at MariTrends in Portland where he and Senior Planner/Project Manager Chad Mason presented on different panels and had the opportunity to share what WETA was doing on the decarbonization front. He added that Government and Regulatory Affairs Manager Lauren Gularte chaired the public ferry operator's coalition.

Mr. Murphy congratulated WETA Attorney Katherine Tsou of Hanson Bridgett on the arrival of baby Reece.

Mr. Murphy reported that the State of San Francisco Bay Ferry event provided WETA the opportunity to thank its supporter and advocates and share information on the work that is being done and correct the record with people who may have heard or read the inaccurate and meritless comments made by MTC Commissioner Nick Josefowitz. He added that the service of the future is very different than when Commissioner Josefowitz served on WETA's Board.

Mr. Murphy introduced Transportation Planner Arthi Krubanandh to provide an update on the Clipper BayPass. Ms. Krubanandh reminded everyone that Phase 1 was launched in fall 2022 for four educational institutions and MidPen Housing residents. She said that Phase 2 was recently launched with three employers including the Alameda Transportation Management Association (TMA), who manages the transportation programs for their employees and residents. She noted that the program provided an opportunity to attract new ridership and enhance ferry access in the Seaplane service area. She continued the positive note, adding that WETA was observing an average of 400 riders when the Clipper Start program was launched which quadrupled to 1,700 as of last year.

Mr. Murphy added that WETA's fare policy made ferry service more accessible to lower income populations, which is what has really led to the increase in the Clipper Start utilization.

Mr. Murphy introduced Public Information and Marketing Manager Thomas Hall to talk about customer experience enhancements recently made. Mr. Hall shared his presentation and said that enhancements included real time terminal displays, data feeds transmitting real time location of vessels, predictions for on-time performance, service alerts, queuing signage, and good mapping tools. He thanked Customer Experience Specialist Rafael Regan for spearheading the project along with consultant BlinkTag.

Mr. Hall reported that San Francisco Bay Ferry was working with Blue & Gold and its concessionaire, S&P concessions, LLC to offer free coffee on all morning departures as an incentive to get commuters back on the ferries. He said that the promotion was receiving a lot of positive feedback and great media attention with a Pay It Forward element that links to virtual food drives at two local food banks.

He added that approximately \$600 had been donated by ferry riders about a month into the promotion and commented that restaffing concessions full time is an important amenity for the passengers and that this is a bridge to bring people back to the ferry.

Chair Wunderman said that these enhancements mean a lot to the passengers.

Director Alba said that she appreciated the creativity of the team and involving staff at all levels to figure out ways to improve the customer experience.

Mr. Murphy asked Mr. Mason to provide an update on the Alameda Main Street Ferry Terminal Rehabilitation Project. Mr. Mason thanked the City of Alameda, construction contractor Manson Construction Co, engineer of record GHD, WETA's engineer COWI, construction manager Jacobs, permitting specialist Dudek, and Blue & Gold.

Mr. Mason shared his presentation that included an overview of the project status. He stated that the project took more than four years of effort from the environmental review, permitting, construction procurement, final design, and construction to include seismic safety operational and technology improvements and future electrification.

Mr. Mason turned the presentation over to Mr. Hall who provided an update on the rideshare mitigation program. Mr. Hall thanked the planning team for setting up the program and Mr. Regan for managing it. He reported a total of 391 rideshare trips over 48 days were taken from the island of Alameda to Jack London Square including the opposite direction with a total cost to WETA in the amount of \$5,600. He added that usage was limited to Monday through Friday and timed to actual departures in the morning and arrivals in the evening.

Mr. Hall said that most of the complaints about the program were heard at the Board meeting where the program was discussed in response to Chair Wunderman adding that WETA provided weekend Alameda Seaplane service during the 10-week rehabilitation project out of necessity with a better schedule than the one offered by the Alameda Oakland service, and as a result, WETA is receiving more frequent requests for weekend Alameda Seaplane service.

Mr. Murphy asked Ms. Gularte to provide a state legislative update to talk about the regional transportation funding measure. Ms. Gularte reported that MTC approved the process to develop enabling legislation to put a regional transportation measure on the ballot as early as November 2026 but that the legislation does not include an expenditure plan. Ms. Gularte noted that California State Senator Scott Wiener sponsored Senate Bill 925, the "spot bill" for the regional transportation measure. She added that the legislation would call for a ballot measure that could be put on the ballot either directly by MTC or via qualified voter initiative.

The Directors thanked the staff for their reports.

Mr. Murphy added that Assemblymember and Transportation Committee Chair Lori Wilson introduced WETA's bill to exempt the procurement of any zero-emission vessels from the state sales tax.

Mr. Murphy invited Operations Analyst Joe Ramey to cover the monthly operations, ridership, and recovery report. Mr. Ramey asked Mr. Hall to address Vice Chair Moyer's question about service disruption complaints before turning it over to Operations & Maintenance Manager Timothy Hanners to talk about vessel maintenance issues.

The Directors noted that there was a big difference between a repair and maintenance issue versus a safety issue and wondered if cancellation reasons were tracked. Mr. Ramey stated that the Swiftly system allowed dispatch to include a note in the system to record service disruption reasons.

Mr. Hanners said that eleven vessels are required to run service Monday through Friday. WETA has six spare vessels; however, five of the six are out of service and cannot run due to unplanned maintenance. He explained that maintenance and repair issues included gearbox failures, main engine shutdowns, and electrical issues. He said that WETA was providing outside resources to Blue & Gold to help speed up the repairs to expedite the return of three of the five vessels. He said that the external resources included Bay Ship & Yacht machinists, the utilization of two different shipyards to assist with repairs that would normally be done at WETA's facilities, and bringing in a specialist to work on electrical issues. He added that the other two vessels required a gearbox replacement and were expected to be out of service for at least one month.

Mr. Ramey stated that most of the service disruptions occurred during the week of January 8 and that the preliminary numbers reflect an on-time performance of 97.2 percent but that the cancellation rate was roughly double the yearly average.

Mr. Hanners stated that WETA was doing a root cause analysis. He said that WETA had a repair plan in place and had a contract with Elliott Bay Design Group to conduct a third-party audit of Blue & Gold's engineering. He added that WETA was reviewing everything from training to staffing levels.

Mr. Hanners said that most of the work was being done under warranty but that there would be costs that were not included in the budget.

Director Dew commented that she had received and appreciated the notifications about the service disruptions and the reason for the disruption.

Chair Wunderman suggested putting maintenance and repair on the agenda for the next meeting.

Mr. Murphy thanked Mr. Hanners and his team for their work. He thanked Blue & Gold for looking into the reliability and service issues and added that Blue & Gold put MV *Bay Monarch* in Richmond service to avoid cancelling a run.

Mr. Murphy asked Transportation Planner Gabriel Chan to provide an update on the ridership. Mr. Chan said ridership increased by 440,000, an increase of approximately 25 percent.

Director Dew asked for a presentation from MTC staff to talk about the long-term viability of the bridges in the Bay Area that was shared with Assemblymember Wilson.

Mr. Murphy provided five written reports and offered to answer questions.

Chair Wunderman called for public comments, and there were none.

Chair Wunderman thanked staff for the reports.

6. CONSENT CALENDAR

Chair Wunderman requested pulling Item 6e - Authorize the Filing of an Application with the Metropolitan Transportation Commission for \$841,000 in Regional Measure 3 Capital Funds from the Consent Calendar for questions.

Director DelBono made a motion to approve the consent calendar:

- a. Approve Board Meeting Minutes – December 7, 2023
- b. Approve WETA's 2024 Legislative Program
- c. Approve Contract Award for the MV Dorado Jet Work and Dry Dock to Marine Group Boat Works, LLC

- d. Authorize the Resolution of Local Support with the Metropolitan Transportation Commission for \$3,750,000 in Transit Station Public Charging Capital Grants Program Funds for the Richmond Ferry Terminal EV Charging Infrastructure Project
- e. Item 6e Pulled from Consent Calendar
- f. Authorize Release of a Request for Qualifications for On-Call Civil and Electrical Engineering Consulting Services to Support Development of Shoreside Infrastructure for Ferry System Electrification

Chair Wunderman called for public comments, and there were none.

Director Dew seconded the motion, and the consent calendar carried unanimously.

Yeas: Alba, DelBono, Dew, Moyer, Wunderman. Nays: None. Absent: None.

- e. Authorize the Filing of an Application with the Metropolitan Transportation Commission for \$841,000 In Regional Measure 3 Capital Funds

Grants Manager Jennifer Raupach clarified that the \$841,000 was the initial seed funding for preliminary engineering and that WETA was not committed to funding the \$29 million. She added that the plan was to work with MTC to establish a more robust Regional Measure (RM) 3 plan or the \$300 capital program.

Chair Wunderman said that he was under the impression that WETA did not need permission from MTC to access RM 3 funds. Mr. Miller explained that the process of drawing down funds does not indicate that WETA is asking for permission to receive funding but rather following long-standing MTC procedures to facilitate disbursement of funds.

Chief Financial Officer Erin McGrath added that MTC is the oversight entity for the bridge toll funds and has implemented procedures designed to make certain that funds were being spent appropriately and in compliance with the revenue measure that was approved by the voters. She added that MTC was also managing cash flow.

Chair Wunderman said that it was a good idea to be a partner but was concerned about whether the process inhibited WETA's ability to determine its own destiny with the funds that were directed for WETA's operation and capital programs.

Director DelBono said that he felt that prior language was unfair and recalled agreeing to the consultation language but not the approval.

Mr. Miller said that he would work with Mr. Murphy to address the Directors' comments. He added that he recalled drafting the measure and said a main difference between RM 3 and the previous regional transportation funding measures was the removal of the "use it or lose it" provision and the change from MTC approval to in consultation with MTC.

Chair Wunderman added that he was concerned that MTC may add standards for expending revenues if there was a shortage of funds.

Mr. Murphy said that WETA had more flexibility and control than under the previous measure but that he would put a memo together that spells out some clear language about how RM 3 was different from the previous measures. He added that the capital funds required MTC's approval of a five-year plan. He noted that MTC staff has been very flexible with WETA's access to the funds.

Director Dew made a motion to adopt Resolution No. 2024-04 approving this item.

Chair Wunderman called for public comments, and there were none.

Director Alba seconded the motion, and the item passed unanimously.

Yeas: Alba, DelBono, Dew, Moyer, Wunderman. Nays: None. Absent: None

7. AMEND AGREEMENT WITH BLUE & GOLD FLEET FOR OPERATION OF ESTUARY WATER SHUTTLE PILOT PROJECT

Mr. Murphy thanked Planning & Development Manager Michael Gougherty, Mr. Hanners, and their teams for their work in implementing WETA's first pilot project.

Mr. Gougherty presented this item recommending amending the agreement with Blue & Gold Fleet for operation of the estuary water shuttle pilot project. He said many potential pilot projects exist and that many methods were available to deliver the range of pilot projects including the private operator request for proposal (RFP) that WETA issued a year ago, project specific RFPs that could be issued in the future, and Executive Director authority to be able to field test new markets that may be difficult to test through traditional transportation demand modeling processes to determine whether demand exists for long-term service.

Mr. Gougherty said that this item represented the last approval needed to move forward in operating the project in partnership with the City of Alameda that would start as early as June 2024 providing between 30 to 40 crossings between Oakland and Alameda on a vessel designed to carry as many bikes as possible across the estuary.

To move the project forward, Mr. Gougherty said that WETA reached out to the private operators on WETA's on-call list but determined that using this model was not going to work as the firms did not have a vessel identified that would be suitable for the service. He said given the timeframe of the project and the need to access WETA's operations and maintenance facility, WETA determined that the best approach for getting the project delivered would be through its existing contract with Blue & Gold with a vessel purchased and provided by the City of Alameda and its partners.

Mr. Gougherty said that other factors indicating that Blue & Gold was best positioned to operate this pilot service, in addition to the location of the maintenance facility, included its in-house maintenance and repair staff, immediate access to crew and backup crews if needed, experience in operating and maintaining boats on behalf of an owner, and the ability to aggressively meet the City of Alameda's start time.

Mr. Gougherty stated that the specific recommendation of the item was to authorize staff to amend the contract with Blue & Gold for an amount up to \$2 million which would be reimbursed by the City of Alameda for up to two years to operate the service.

Mr. Gougherty said that the capacity of the vessel purchased for the pilot project is 48 passengers and expected that to remain roughly the same as the vessel is retrofitted to create more space for bikes and would be operated by two crew members.

Mr. Gougherty invited City of Alameda Senior Transportation Coordinator Rochelle Wheeler to speak as the manager of the water shuttle project. Ms. Wheeler said that there were many entities providing funds including a grant from the Alameda County Transportation Commission, Transportation Fund for Clean Air distributed by the Bay Area Air Quality Management District, the City of Alameda with the rest coming from private entities. She said that two transportation management associations collect revenue from housing and commercial development to help support transportation needs of same developments and from the group the manages Jack London Square.

PUBLIC COMMENT

Alameda Chamber & Economic Alliance President and CEO Madlen Saddik, Alameda Transportation Management Association (TMA) Transportation Demand Management Manager Lucy Gigli, Bike East

Bay Co-Executive Director of Mobility Justice Justin Hu-Nguyen, Tim Lewis Communities Director of Forward Planning and Alameda TMA President Mike O'Hara, Ms. Wheeler, Mr. Pat Murphy, Master, Mates & Pilots Regional Representative Sly Hunter spoke in support of amending the Blue & Gold contract for the Oakland-Alameda Estuary water shuttle pilot project.

Mr. Pat Murphy noted that this project offered the opportunity for crew members to get captain operational hours to move up from the deck level that is not often available on the current fleet of vessels.

Mr. Gougherty said that there were no operational constraints to operating the service in response to Director Alba.

The Directors thanked the staff, the City of Alameda, Blue & Gold, and all the partners.

Director DelBono made a motion to adopt Resolution No. 2024-05 approving this item.

Director Alba seconded the motion, and the item passed unanimously.

Yeas: Alba, DelBono, Dew, Moyer, Wunderman. Nays: None. Absent: None.

8. ADJUST FISCAL YEAR 2023/24 CAPITAL BUDGET FOR ALAMEDA MAIN STREET TERMINAL REHABILITATION PROJECT

Ms. McGrath presented this item recommending approval of the FY 2023/24 budget adjustment for the Alameda Main Street Terminal Rehabilitation Project.

Vice Chair Moyer made a motion to adopt Resolution No. 2024-06 approving this item.

Chair Wunderman called for public comments, and there were none.

Director Dew seconded the motion, and the item passed unanimously.

Yeas: Alba, DelBono, Dew, Moyer, Wunderman. Nays: None. Absent: None.

9. WORKING WATERFRONT COALITION UPDATE

Government and Regulatory Affairs Manager Lauren Gularte introduced this informational item on the Working Waterfront Coalition and its work as a regional maritime workforce development program to ensure that a pipeline of training skilled workers exists.

Ms. Gularte said the Working Waterfront Coalition was a paid training pathway for individuals from low-income communities or from the reentry population.

Ms. Gularte introduced Working Waterfront Coalition President & CEO Bobby Winston to present a few highlights before turning it over to Project Director Sal Vaca.

Mr. Winston stated that the Transportation Worker Identification Credential (TWIC) was officially getting underway for obtaining the required homeland security credential. He thanked the Alameda County Probation Department Reentry Services Coordinator Shadeequa Smith and Lao Family Community Development for their support. He said that the web address waterfrontjobs.com has been secured and that business will be under that moniker with databases to track job applicants and list job and internship opportunities. He thanked the leadership of the unions for their support and involvement.

Mr. Vaca shared his presentation on the partnerships, grants received, the Friends of the Port organizational chart, the 2024 timelines, and training sites.

Mr. Vaca asked the Board to consider supporting the program by allowing use of the WETA operations and maintenance facilities for hands-on specialized training, providing ferry rides as orientation for interested individuals to learn more about becoming deckhands, supporting grant and partnership development, and promoting the Working Waterfront Coalition with all contractors and vendors by embedding language in its procurement practices.

The Directors thanked Mr. Winston and Mr. Vaca for their work and said that they would do anything they could to be supportive.

Chair Wunderman called for public comments, and there were none.

10. AGENCY BRANDING

Mr. Hall presented this informational item on agency branding requesting feedback and input from the Board. He said that the idea was to strengthen the San Francisco Bay Ferry Brand as it pertains to staff and how WETA is known across the region.

Staff proposed the following:

- Use the “SF Bay Ferry” brand in nearly all public communication, including with stakeholders.
- Proactively communicate agency identification adjustments to partners and Stakeholders.
- Develop a branding guide for pilot services that reflects potential use of nonbranded Vessels.

Mr. Hall said that he was not aware of anyone expressing resistance to this change.

The Directors supported the transition but wanted confirmation that the emergency response mission not be lost.

Mr. Murphy said that he would think about how to incorporate the emergency response obligation and statutory authority into the SF Bay Ferry brand and not incorporate the day-to-day ferry service into the emergency response brand which was inherited from the statutory authority.

Chair Wunderman said that he did not think it would be a good idea to go through legislation to change the name.

Chair Wunderman called for public comments, and there were none.

11. PUBLIC COMMENTS FOR NON-AGENDA ITEMS

With all business concluded, Chair Wunderman adjourned the meeting at 3:35 p.m. with the hopes and prayers that the 49ers bring home the Super Bowl Championship.

- Board Secretary

END

MEMORANDUM

TO: Board Members

FROM: Seamus Murphy, Executive Director
Erin McGrath, Chief Financial Officer

SUBJECT: Receive the Federal Single Audit Report for the Fiscal Year Ending June 30, 2023

Recommendation

Receive the Federal Single Audit Report for the fiscal year ending June 30, 2023, as audited and prepared by Maze & Associates.

Background

Section 106.6 of the WETA Administrative Code requires the preparation of annual audited financial reports by an independent auditor consistent with California Government Code Section 66540.54. WETA contracted with Maze & Associates (Maze) through a competitive procurement process to perform this independent audit work. The Board approved the Basic Financial Statements for Fiscal Year 2023 in December, however the Single Audit was not yet final at that time.

Discussion

The Single Audit Report, provided as **Attachment A**, is a required financial report for an entity that expends \$750,000 or more in federal funds in a single year. This report includes a schedule of expenditures of federal awards and a report on internal controls and compliance related to the federal expenditures.

WETA expended \$34.9 million in federal funds during Fiscal Year 2023. Of that total, \$25.7 million was expended under COVID emergency operating funding tied to operating costs. The remaining federal funds include \$9.2 million in capital grants for vessel and terminal construction and pass-through funding for the Short-Range Transit Plan. Maze has audited WETA compliance with respect to the types of requirements described in *OMB Compliance Supplement* that are applicable to each of the major federal programs providing funding. On page 7, Maze reports that during the audit they “did not identify any deficiencies in internal control that we consider to be material weaknesses.” As in prior years, Maze reports that, in their opinion, “the schedule of expenditures of federal awards is fairly stated, in all material respects in relation to the basic financial statements as a whole.”

Fiscal Impact

There is no fiscal impact associated with the receipt of these audit reports.

Attachment A – Single Audit Report

END

**SAN FRANCISCO BAY AREA
WATER EMERGENCY TRANSPORTATION AUTHORITY**

**SINGLE AUDIT REPORT
FOR THE YEAR ENDED JUNE 30, 2023**

SAN FRANCISCO BAY AREA WATER EMERGENCY TRANSPORTATION AUTHORITY

**SINGLE AUDIT REPORT
For The Year Ended June 30, 2023**

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SAN FRANCISCO BAY AREA WATER EMERGENCY TRANSPORTATION AUTHORITY

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS
For The Year Ended June 30, 2023**

SECTION I – SUMMARY OF AUDITOR’S RESULTS

Financial Statements

Type of report the auditor issued on whether the financial statements audited were prepared in accordance with GAAP Unmodified

Internal control over financial reporting:

- Material weakness(es) identified? Yes X No
- Significant deficiency(ies) identified? Yes X None Reported

Noncompliance material to financial statements noted? Yes X No

Federal Awards

Internal control over major federal programs:

- Material weakness(es) identified? Yes X No
- Significant deficiency(ies) identified? Yes X None Reported

Type of auditor’s report issued on compliance for major federal programs: Unmodified

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)? Yes X No

Identification of major program(s):

<u>Assistance Listing Number(s)</u>	<u>Name of Federal Program or Cluster</u>
<u>20.507 and 20.525</u>	<u>Federal Transit Cluster</u>

Dollar threshold used to distinguish between type A and type B programs: \$1,011,716

Auditee qualified as low-risk auditee? X Yes No

SECTION II – FINANCIAL STATEMENT FINDINGS

Our audit did not disclose any significant deficiencies, or material weaknesses or instances of noncompliance material to the basic financial statements. We have also issued a separate Memorandum on Internal Control dated November 22, 2023, which is an integral part of our audits and should be read in conjunction with this report.

SECTION III – FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

Our audit did not disclose any findings or questioned costs required to be reported in accordance with Uniform Guidance.

SAN FRANCISCO BAY AREA WATER EMERGENCY TRANSPORTATION AUTHORITY

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

For the Fiscal Year Ended June 30, 2023

Federal Grantor/ Pass-Through Grantor/Program or Cluster Title	Federal AL Number	Grant Number	Federal Expenditures
Department of Transportation Direct Programs From:			
Federal Transit Cluster			
Federal Transit Formula Grants Direct Programs:			
FY18 Ferry Vessel Construction and Major Component Maintenance	20.507	CA-2018-098	\$622,894
Alameda Ferry Terminal Rehabilitation	20.507	CA-2021-048	891,383
Ferry Vessel Rebuild - M/V Solano	20.507	CA-2019-013	2,509,481
Ferry Vessel Replacement MV Intintoli	20.507	CA-2022-069	251,783
FY21 ARP Additional Operating Assistance Funding	20.507	CA-2023-010	3,004,008
WETA FFY21 5307-9 ARP Grant - Operating Assistance	20.507	CA-2021-202	22,409,827
Subtotal FTA - Federal Transit Formula Grants Direct Programs			<u>29,689,376</u>
State of Good Repair Grants Direct Programs:			
FY2016 Ferry Major Component Maintenance and Vessel Replacement	20.525	CA-2017-023	1,442,156
FY2019 Section 5337 Capital Projects	20.525	CA-2019-064	1,867,542
FY2020 Ferry Vessel Major Component Maintenance	20.525	CA-2020-229	807,294
FY21-22 Terminal Maintenance	20.525	CA-2022-097	578,352
FY20 5307/FY22 5337 for PM-Vessel Major Components; Vessel Midlife Overhaul-MV Gemini; Passenger Float Rehabilitation-Pier 9	20.525	CA-2023-212	217,399
Subtotal FTA - State of Good Repairs Grants Direct Programs			<u>4,912,743</u>
Total Federal Transit Cluster			<u>34,602,119</u>
Department of Transportation Pass-Through Programs From:			
Metropolitan Transportation Commission			
Short Range Transit Planning Grant	20.505	Not Available	<u>20,000</u>
Program Subtotal and DOT Pass-Through Programs			<u>20,000</u>
Total Department of Transportation			<u>34,622,119</u>
Department of Homeland Security Pass-Through Programs From:			
California Office of Emergency Services			
FEMA Coronavirus Emergency Operating Expense	97.036	FEMA-4482-DR-CA	<u>273,386</u>
Program Subtotal of DHS Pass-Through Programs			<u>273,386</u>
Total Expenditures of Federal Awards			<u><u>\$34,895,505</u></u>

See Accompanying Notes to Schedule of Expenditures of Federal Awards

SAN FRANCISCO BAY AREA WATER EMERGENCY TRANSPORTATION AUTHORITY

**NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
For The Year Ended June 30, 2023**

NOTE 1 – REPORTING ENTITY

The Schedule of Expenditure of Federal Awards (the Schedule) includes expenditures of federal awards for the San Francisco Bay Area Water Emergency Transportation Authority, California (Authority), and its component units as disclosed in the notes to the Basic Financial Statements.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of accounting refers to *when* revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements, regardless of the measurement focus applied. All proprietary funds are accounted for using the accrual basis of accounting. Expenditures of Federal Awards reported on the Schedule are recognized when incurred.

NOTE 3 – INDIRECT COST ELECTION

The Authority has elected to not use the 10% de minimis indirect cost rate allowed under the Uniform Guidance.

**INDEPENDENT AUDITOR'S REPORT ON
INTERNAL CONTROL OVER FINANCIAL REPORTING
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN
AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE
WITH *GOVERNMENT AUDITING STANDARDS***

To the Honorable Members of the Board of Directors
San Francisco Bay Area Water Emergency Transportation Authority
San Francisco, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the San Francisco Bay Area Water Emergency Transportation Authority (Authority) as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements, and have issued our report thereon dated November 22, 2023.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Authority's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, we do not express an opinion on the effectiveness of the Authority's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the Authority's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Authority's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion.

The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

We have also issued a separate Memorandum on Internal Control dated November 22, 2023, which is an integral part of our audit and should be read in conjunction with this report.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Authority's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink that reads "Maze & Associates". The signature is written in a cursive, flowing style.

Pleasant Hill, California
November 22, 2023

**INDEPENDENT AUDITOR'S REPORT
ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM;
REPORT ON INTERNAL CONTROL OVER COMPLIANCE;
AND REPORT ON THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
REQUIRED BY THE UNIFORM GUIDANCE**

To the Honorable Members of the Board of Directors
San Francisco Bay Area Water Emergency Transportation Authority
San Francisco, California

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited San Francisco Bay Area Water Emergency Transportation Authority (Authority) compliance with the types of compliance requirements identified as subject to audit in the *OMB Compliance Supplement* that could have a direct and material effect on each of the Authority's major federal programs for the year ended June 30, 2023. The Authority's major federal programs are identified in the summary of auditor's results section of the accompanying Schedule of Findings and Questioned costs.

In our opinion, the Authority complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2023.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States (*Government Auditing Standards*); and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the Authority and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the Authority's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to the Authority's federal programs.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the Authority's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the Authority's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the Authority's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the Authority's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control Over Compliance

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance

We have audited the financial statements of the business-type activities of the Authority as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements. We issued our report thereon dated November 22, 2023, which contained an unmodified opinion on those financial statements. Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the basic financial statements as a whole. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated, in all material respects in relation to the basic financial statements as a whole.

Maze & Associates

Pleasant Hill, California
February 19, 2024

MEMORANDUM

TO: Board Members

FROM: Seamus Murphy, Executive Director
Timothy Hanners, Operations & Maintenance Manager
Jeffery Powell, Engineering & Maintenance Administrator

SUBJECT: Authorize Release of a Request for Proposals for the MV *Argo* Repairs and Drydock

Recommendation

Authorize release of a Request for Proposals (RFP) for the MV *Argo Repairs and Drydock*.

Background

The MV *Argo* capital maintenance plan includes drydocking the vessel to replace the SCR Air Compressor, renew underwater hull coatings, inspect underwater propulsion system including any required repairs, and Sea valve inspection and repairs. The timing for this work coincides with the required United States Coast Guard (USCG) inspections that are necessary to renew the vessel's Certificate of Inspection.

Discussion

Staff anticipates returning to the Board with a recommendation for contract award in June 2024.

Fiscal Impact

There is no fiscal impact associated with this item. The release of an RFP does not commit the agency to make an award, which will be the matter of subsequent Board action.

END

MEMORANDUM

TO: Board Members

FROM: Seamus Murphy, Executive Director
Timothy Hanners, Operations & Maintenance Manager
Jan Rybka, Marine Project Engineer

SUBJECT: Approve Amendments to Agreements 19-013 with Mavrik Marine and 19-012 with Aurora Marine Design Relative to Inclusion of New Tier 4+ Diesel Particulate Filter Technology

Recommendation

Authorize the following actions relative to inclusion of Tier 4+ Diesel Particulate Filters in the engines for new vessels under construction:

1. Approve an amendment to Agreement No. 19-013 with Mavrik Marine in an amount not to exceed \$1,650,000 for modification of the vessel propulsion package to include EPA Certified Tier 4 + Diesel Particulate Filter (DPF) propulsion engines and authorize the Executive Director to negotiate and execute the amendment and take any other related actions to support this work.
2. Approve an amendment to Agreement No. 19-012 with Aurora Marine Design authorizing additional funds in the amount of \$350,000 to provide additional construction management services associated with the modification of the propulsion package to include EPA Certified Tier 4 + DPF propulsion engines and authorize the Executive Director to negotiate and execute the amendment and take any other related actions to support this work.

Background

On Nov 30, 2020, WETA awarded an agreement for the construction of new ferry vessels to replace the *Bay Breeze* and *Solano* vessels to Mavrik Marine. The new vessels were designed as vessels 3 and 4 of the *Dorado* Class, originally specified to include EPA Tier 4 compliant propulsion engines.

On Dec 30th, 2022, the California Air Resources Board issued new Commercial Harbor Craft (CHC) regulations which require CHC vessels be equipped with EPA certified Tier 4+DPF engines for any engine rated over 600 kW. As the name suggests, DPF technology removes diesel particulate matter, that would typically result from the incomplete combustion of diesel fuel in diesel engines. This provides for additional emissions reductions and environmental benefits in addition to those associated with Tier 4 engines.

Delays to the production of the MV Bay Breeze and MV Solano replacement vessels due to pandemic disruptions pushed the date of vessel delivery which allowed WETA to modify the design to capitalize on additional emissions reductions with new EPA certified Tier 4+DPF engines which emerged on the market in response to the new CHC regulations.

Discussion

The change to include Tier 4+DPF engines on these builds aligns with agency goals to minimize, wherever possible, the environmental impacts associated with ferry service and to reduce future cost for regulatory required repowers. In addition to amending the agreement with Mavrik Marine, the change to the selected propulsion engines will cause additional costs for design, production, and construction management efforts associated with the Construction Management agreement with Aurora Marine Design. The addition of DPF technology will have minimal impact on future vessel delivery timelines.

Fiscal Impact

The *MV Bay Breeze* and *MV Solano* project is authorized in the FY2023/24 Capital Budget at a total project cost of \$37,902,400. This project is funded with Federal Transit Administration funds (80%), State STA and LCTOP funds (8%), Bridge Toll Funding (11%), and Alameda Transportation Sales Tax (2%).

END

SAN FRANCISCO BAY AREA WATER EMERGENCY TRANSPORTATION AUTHORITY

RESOLUTION NO. 2024-07

**APPROVE AMENDMENTS TO AGREEMENTS WITH MAVRIK MARINE
AND AURORA MARINE DESIGN FOR WORK ASSOCIATED
WITH NEW DIESEL PARTICULATE FILTERS**

WHEREAS, on Nov 30, 2020, WETA awarded agreement No.19-013 for the construction of two new ferry vessels to Mavrik Marine, which vessels were designed to include an EPA Tier 4 compliant propulsion engine; and

WHEREAS, On Dec 30, 2022, the California Air Resources Board issued new Commercial Harbor Craft (CHC) regulations which require CHC vessels be equipped with EPA certified Tier 4+ Diesel Particulate Filters (DPF) engines for any engine rated over 600 kW, such as the two new vessels Mavrik Marine is building; and

WHEREAS, in order to include DPF technology into the vessels' propulsion systems, it is necessary to amend the agreement with Mavrik Marine, as well as the associate Construction Manager agreement with Aurora Marine Design; and

WHEREAS, WETA staff recommends amending Agreement No. 19-013 with Mavrik Marine in an amount not to exceed \$1,650,000 for modification of the vessel propulsion package to include EPA Certified Tier 4 + Diesel Particulate Filter (DPF) propulsion engines; and

WHEREAS, WETA staff further recommends amending Agreement No 19-012 with Aurora Marine Design in an amount not to exceed \$350,000 for additional services associated with the new DPF filter technology; now, therefore, be it

RESOLVED, that the Board of Directors hereby approves (1) amending Agreement No. 19-013 with Mavrik Marine in an amount not to exceed \$1,650,000 for modification of the vessel propulsion package to include EPA Certified Tier 4 + Diesel Particulate Filter (DPF) propulsion engines, and (2) amending Agreement No 19-012 with Aurora Marine Design in an amount not to exceed \$350,000 for additional services associated with the new DPF filter technology; and be it further

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

CERTIFICATION

The undersigned, Board Secretary, does hereby certify that the foregoing is a full, true and correct copy of a resolution duly and regularly adopted at a meeting of the San Francisco Bay Area Water Emergency Transportation Authority held on March 21, 2024.

YEA:

NAY:

ABSTAIN:

ABSENT:

/s/ Board Secretary

2024-07

END

MEMORANDUM

TO: Board Members.

FROM: Seamus Murphy, Executive Director
Thomas Hall, Public Information & Marketing Manager
Alexis Matsui, Digital Communications Specialist

SUBJECT: Approve Contract Award to Exemplifi LLC for Website Redesign Project

Recommendation

Approve contract award to Exemplifi LCC for website redesign as well as maintenance, support, and hosting services in an amount not to exceed \$314,000 for the initial website redesign and launch, and not to exceed \$91,360 per year for three years of maintenance, support, and hosting. Authorize the Executive Director to negotiate and execute an agreement and take any other related actions to support this work.

Background

WETA was seeking website redesign, hosting, maintenance, and support services for sanfranciscobayferry.com and weta.sanfranciscobayferry.com. WETA's main consumer-facing website, sanfranciscobayferry.com, serves passengers and potential passengers of the agency's San Francisco Bay Ferry service. The site's key audience includes Bay Area residents (specifically in the communities served by the ferry) and visitors interested in taking the ferry for commute, recreational, and other purposes. WETA's agency website, weta.sanfranciscobayferry.com, serves industry partners, government officials, media, and interested civilians. The site provides transparency into WETA's capital, planning and development projects; Board of Directors' activities; organizational leadership; and partnerships with public and private entities.

With the sanfranciscobayferry.com redesign, WETA aims to improve access and understanding of the ferry service, allow passengers to purchase tickets online, better serve visitors of all abilities and language understanding, and improve the agency's ability to market ferry service with news updates, stories about ongoing projects, and promotion of key partnerships. Staff also envisions wrapping information currently on the separate weta.sanfranciscobayferry.com website in as a section of the main sanfranciscobayferry.com site to streamline the backend architecture, minimize duplication of effort, maintain consistent styles and branding, and build public awareness of WETA's dual public transit and emergency response missions.

Discussion

WETA released the RFP on Nov. 17, 2023, using its Bonfire procurement portal. WETA solicited questions from interested parties and posted addenda addressing those questions on Dec. 22, 2023 and Jan. 8, 2024.

Some 115 firms or individuals downloaded the RFP document and 32 firms submitted proposals by the Jan. 19, 2024, deadline. Of those, 21 proposers were found to meet the minimum submission requirements. An evaluation panel appointed by the Executive Director evaluated all 21 proposers per the following criteria included in the RFP.

- **Criteria No. 1: Project Understanding and Approach:** Proposer's understanding of the services; proposer's proposed approach to providing the services and working with WETA staff; organization chart of proposed team; and staffing plan (30% of score).
- **Criteria No. 2: Proposer's Qualifications and Experience:** Proposer's qualifications to perform the services; proposer's relevant experience performing work that is the same or similar to the services, including the scope and dollar value of prior projects completed and proposer's references; and sufficiency of proposer's financial strength, resources and capabilities to perform the services (40% of score).
- **Criteria No. 3: Qualifications and Experience of Key Personnel:** Key personnel's qualifications to perform the services and key personnel's relevant experience performing work that is the same or similar to the services (20% of score).
- **Criteria No. 4: Cost Proposal:** Reasonableness of billing rates and price proposal to complete example project (10% of score).

For this procurement, significant weight was placed on the proposers' project understanding and approach, qualifications, and experience (Criteria No. 1 and 2). Transit website technology is a highly specialized field, and particular attention was paid to proposers' experience in and familiarity with successfully completing this work in public transit environments. Qualifications of key personnel (Criteria No. 3) were also strongly considered with attention being given to the experience level of staff proposed to be in key project management roles for WETA's contract. Cost (Criteria No. 4) was evaluated based on two phases of the contract: The first phase including research and discovery, design, development and launch, and the second phase including maintenance, hosting, and support.

A table summarizing average scoring from the panel for the top five proposals can be found below—note that no firm in the table received maximum points for the Cost Proposal Criteria; the least expensive firms were not among the top five included in the table.

Proposer	Crit. No. 1 (Max 30)	Crit. No. 2 (Max 40)	Crit. No. 3 (Max 20)	Crit. No. 4 (Max 10)	Total Score (Max 100)
Exemplifi LLC	28.25	38.25	18.5	8.5	93.5
FivePaths LLC	26.5	37.25	18.5	9	91.25
Kalamuna	28.25	36.75	18.25	7.75	91
Reflexions	27.25	37.75	19	7	91
Northern Commerce	28.5	35.25	18.5	7	89.25

The procurement was highly competitive, drawing a number of well-known firms and very strong proposals. After individual review and discussions with references, the members of evaluation panel had a consensus top scorer among the proposers: Exemplifi LLC.

The Evaluation Panel concluded that Exemplifi's proposal demonstrated a clear understanding of WETA's goals, detailed solutions to our challenges, and a well-developed approach to working with WETA's internal resources. The Evaluation Panel was impressed with Exemplifi's deep experience with public transit, including developing and maintaining the websites of LA Metro, AceRail, and Sacramento Regional Transportation District. The Evaluation Panel found Exemplifi's websites to be beautiful, modern, easy-to-use, and functional across desktop and mobile platforms. Exemplifi, based in Palo Alto, has developed and implemented service maps, real-time service alerts, and interactive trip planners. References said they are especially adept at developing accessibility solutions for users of varying ability and language preference. Exemplifi has also worked with several of the third-party technologies WETA is already engaged with to deliver key schedule, route, and alert information to our passengers.

Pending Board approval, WETA plans to begin work quickly in hopes of launching the new website in October 2024. Per the RFP, the proposed contract length is three years for the maintenance, hosting, and improvement phase of the project following website launch.

DBE/SBE Participation

This contract is not federally funded, and as such it is not subject to Disadvantaged Business Enterprise (DBE) or Small Business Enterprise (SBE) goals.

Fiscal Impact

Funds for this contract are included in the approved FY2023/24 budget in the amount of \$500,000. Funds for the future maintenance and website hosting services will be included in future fiscal years' budgets.

END

SAN FRANCISCO BAY AREA WATER EMERGENCY TRANSPORTATION AUTHORITY

RESOLUTION NO. 2024-08

**APPROVE CONTRACT AWARD TO EXEMPLIFY LLC
FOR WEBSITE REDESIGN PROJECT**

WHEREAS, On November 17, 2023, WETA issued a Request for Proposals (RFP) for website redesign, hosting, maintenance, and support services for its sanfranciscobayferry.com and weta.sanfranciscobayferry.com websites; and

WHEREAS, in accordance with the RFP and WETA's Administrative Code, WETA established an evaluation committee that reviewed all proposals received by the RFP's due date; and

WHEREAS, based on the evaluation criteria in the RFP, the evaluation committee determined Exemplify LLC was the highest-ranked proposer; and

WHEREAS, the Executive Director recommends the Board award a contract to Exemplify LLC in an amount not to exceed \$314,000 for the initial website redesign and launch and \$91,360 per year for three years of maintenance, support, and hosting services; now, therefore, be it

RESOLVED, that the Board of Directors hereby approves entering into an agreement with Exemplify LLC for website redesign, hosting, maintenance, and support services in an amount not to exceed \$314,000 for the initial website redesign and launch and \$91,360 per year for three years of maintenance, support, and hosting services; and be it further

RESOLVED, that the Board of Directors authorizes the Executive Director to execute an agreement with Exemplify LLC and to take any other necessary actions consistent with this action.

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 March 21, 2024.

YEA:

NAY:

ABSTAIN:

ABSENT:

/s/ Board Secretary

2024-08

END

MEMORANDUM

TO: Board Members

FROM: Seamus Murphy, Executive Director
Timothy Hanners, Operations & Maintenance Manager
Joseph Ramey, Operations Analyst

SUBJECT: Authorize Release of a Request for Proposals for Consultant to Assist with Planning Relative to the Future of WETA's Operator Agreement

Recommendation

Authorize release of a Request for Proposals (RFP) for consultant services to assist with contract and procurement planning activities relative to WETA's Operator Agreement.

Background

WETA entered into the current Agreement with Blue & Gold Fleet (Blue & Gold) effective December 30, 2011 to serve as WETA's contract operator. In 2021, the Board authorized an amendment to the Agreement such that it now extends until the end of 2026.

Discussion

This solicitation for consulting services will provide additional expertise that will support WETA's staff in developing a new contract set to begin in 2027. Much has changed at WETA in the years since it entered into the current Agreement with Blue & Gold, and staff recommends acquiring outside expertise to examine the best approach to the renewal process and the contractual relationship. Given the complexities of WETA's current and planned future ferry operations, it will take considerable time to plan for WETA's next operating agreement before the current Agreement expires in less than three years. By taking this step today, WETA will be taking the necessary steps to prepare for the expiration of the current Agreement with Blue & Gold. If the Board approves this item, staff will issue an RFP for a consultant to assist with the complex planning activities associated with the issuance of a new RFP for ferry operations and maintenance. Staff anticipates returning to the Board with a recommendation for contract award in Q3 of 2024.

Fiscal Impact

There is no fiscal impact associated with this item.

END

MEMORANDUM

TO: Board Members

FROM: Seamus Murphy, Executive Director

SUBJECT: Approve Revised Fiscal Year 2023/2024 Salary Schedule to Include Re-Organized and Additional Positions

Recommendation

Review and approve Resolution 2024-09 which revises the Fiscal Year 2023/2024 Salary Schedule included in the Approved Budget to reflect recommendations from an organizational peer review process recently conducted by the American Public Transportation Association (APTA).

Background

In January 2023 the California Supreme Court's dismissed a legal challenge that delayed allocation of Regional Measure (RM) 3 revenues. RM 3 invests \$300 million in the expansion and enhancement of San Francisco Bay Ferry service, including the addition of zero-emission vessels and charging infrastructure to comply with California Air Resources Board (CARB) air quality regulations. RM 3 also provides up to \$35 million per year that is eligible to support the operation of current and future San Francisco Bay Ferry service.

In anticipation of the court's decision, WETA developed plans for complying with CARB regulations through implementation of the Rapid Electric Emission-Free Ferry (REEF) Program. The agency has also been working with the Board and stakeholders throughout the region to develop Bay Ferry 2050, a long-term plan that includes the REEF Program, a larger 2050 Service Vision, and a corresponding Business Plan.

To date, WETA has successfully expanded the San Francisco Bay Ferry network to include new vessels and new terminals, leading to rapid ridership growth. WETA was able to complete this work efficiently, despite having a much smaller staff compared to other transit agencies. One reason this was possible is that work was completed sequentially with some project management undertaken by outside entities. The scope, complexity, and schedule demands associated with implementing WETA's upcoming capital program will require a different approach.

Over the last few years, WETA has successfully secured over \$100 million in grant funding to begin implementing this program. Following the RM 3 decision, WETA staff conducted an assessment of what additional staff and consultant resources might be needed to initiate this implementation. Staff learned through that process that a reorganization of the agency would better position WETA to successfully implement the program.

To inform this potential reorganization, WETA partnered with APTA to convene a panel of industry experts with deep experience leading capital program planning and project delivery. The panel was charged with conducting a peer review process to assess WETA's current organization and staff resources and to make recommendations about how those resources should be expanded and organized to achieve the agency's goals.

In the meantime, to ensure that progress could proceed on elements of the capital program that have already received grant funding, WETA staff requested five (5) new positions in the FY 2023/2024 budget.

The APTA peer review process began in the Fall 2023. Panelists participating in the process included:

- Tim McKay, Vice President, Senior Transportation Manager, Jacobs
- Marian Lee, Partner, Lighthouse Public Affairs (Former Chief, Caltrain Modernization Program)
- Carrie Rocha, Chief Capital Officer, Metropolitan Atlanta Rapid Transit Authority
- David Sowers, Director, Terminal Engineering, Washington State DOT Ferries

The panel was moderated by David Carol, Chief Operating Officer, APTA.

The peer review process involved lengthy discussions with WETA planning, operations, engineering, and finance staff to assess the current organizational structure, staff capacity, and to hear staff perspectives about what changes would be needed moving forward. The panel also reviewed and discussed how other relevant agencies have been organized to effectively deliver complex capital programs.

The panel found that WETA's current organization is not optimized to achieve the agency's desired program delivery outcomes. A number of recommendations were made to emphasize accountability, enhance flexibility, and improve efficiency, including:

1. The number of positions reporting to the Executive Director should be reduced strategically to allow for more direct management and accountability for the delivery of the capital program and consolidation of functions that have inherent overlap.
2. A distinct Program Management Office (PMO) should be formed with a responsibility for the full capital project delivery life cycle. The department staff should report up to a Chief-level position so that one person is accountable for the team's work and responsibilities. This position should report to the Executive Director.
 - Provides for consistency in project management process and procedures
 - Increases accountability in project costs and schedule
 - Improves coordination on capital planning and goal setting
 - Better integrates early development activities with project delivery strategies
3. The PMO should include agency staff necessary to manage the work associated with the capital program and consultant resources necessary to fulfill that work. Workload is likely to fluctuate over the course of delivering WETA's program. The PMO staffing level should reflect the need to be flexible and the reality that resources will need to be ramped up or down as needed.
4. The PMO should include a position with clear responsibility for the Project Controls function. This position should have a matrixed management relationship with the CFO.
 - Necessary to ensure complex project schedules and budgets are accurate
 - Assists with assigning budget and schedule risk and management over time
 - Increases coordination on cost/budget tracking between CFO and PMO
 - Ensures all aspects of projects have funding plan and budget
5. The agency should be reorganized to create a more vertical reporting structure that:

- Provides increased responsibility and opportunity for mid-level managers accountable for the successful delivery of the capital program
 - Establishes a clear definition of roles and responsibilities throughout the organization
 - Creates opportunities for development of professional expertise that can lead to increased responsibility and advancement within the organization
6. New supporting positions and expertise should be added commensurate with increased capital project activity as needed
- Supporting positions in finance and operations ensure new PMO can continue to focus on project rather than administrative duties

Discussion

Staff worked to develop an organizational structure (**Attachment A**) that is consistent with these recommendations. The revised organization:

- Adds Nine (9) new positions, including
 - i. Chief Capital Program Officer – responsible for overseeing the planning, coordination, management and delivery of WETA's capital program. Ensures program is coordinated with Finance and Operating Divisions. Accountable directly to Executive Director.
 - ii. Director of Capital Project Delivery and Engineering – responsible for delivering planned projects associated with system expansion, decarbonization, as well as current system maintenance, repair, and replacement projects
- Re-titles and clarifies the roles and responsibilities for eight (8) positions including:
 - i. Project Development and Controls – responsible for ensuring that scope, schedules, and budgets are properly aligned among multiple projects and align with funding availability in coordination with Finance staff
 - ii. Director of Operations and Customer Experience, with expanded responsibility for managing day-to-day operations, implementing customer experience enhancements, and directing all customer and public communications
 - iii. Emergency Response Analyst – responsible for planning and coordinating all internal and external emergency response training and preparedness efforts

Approval of the revised Salary Schedule (**Attachment B**) will allow WETA to implement the organizational structure that is consistent with the APTA panel's recommendations. In the salary chart shown, staff has provided new positions in **green**. Existing positions with revised titles are shown in **blue**.

These revisions have been made with minimal impact to the existing salary ranges and new positions have been assigned ranges consistent with existing positions with comparable levels of responsibility. The FY 2023/2024 budget includes funding for a Class and Compensation study to examine the salary and benefits levels as well as the internal compensation structure. That work began last year with the definition of workloads and responsibilities. However, the study was paused to allow the peer review effort to be finalized. Once approved, staff will restart that effort to affirm the titles and ranges of the new and existing positions and to provide analysis of market comparisons to other agencies.

Fiscal Impact

The new Salary Schedule, attached, reflects nine (9) new positions and one revised salary range for an existing position that is immediately assuming more responsibility. Total salaries and benefits, at the top of the range for the new positions, is projected to be \$8.33 million. This is \$2.27 million more than the prior approved schedule. Approximately 61% of the increased cost, or \$1.4 million, will be funded by capital grants (including RM 3). The increase to operating salaries is less than \$750,000 and administration/planning increases will be approximately \$156,000. While many of the positions relate directly to an expansion in capital projects, there are some costs that cannot be included in many of the grants, such as some administration, certain overhead costs for positions, early planning and environmental stage work, or non-capital engineering. In the Fiscal Year 2024/2025 budget proposal to be presented in May, staff will incorporate the new salary and benefits costs in all the relevant budget tables as well as any capital projects.

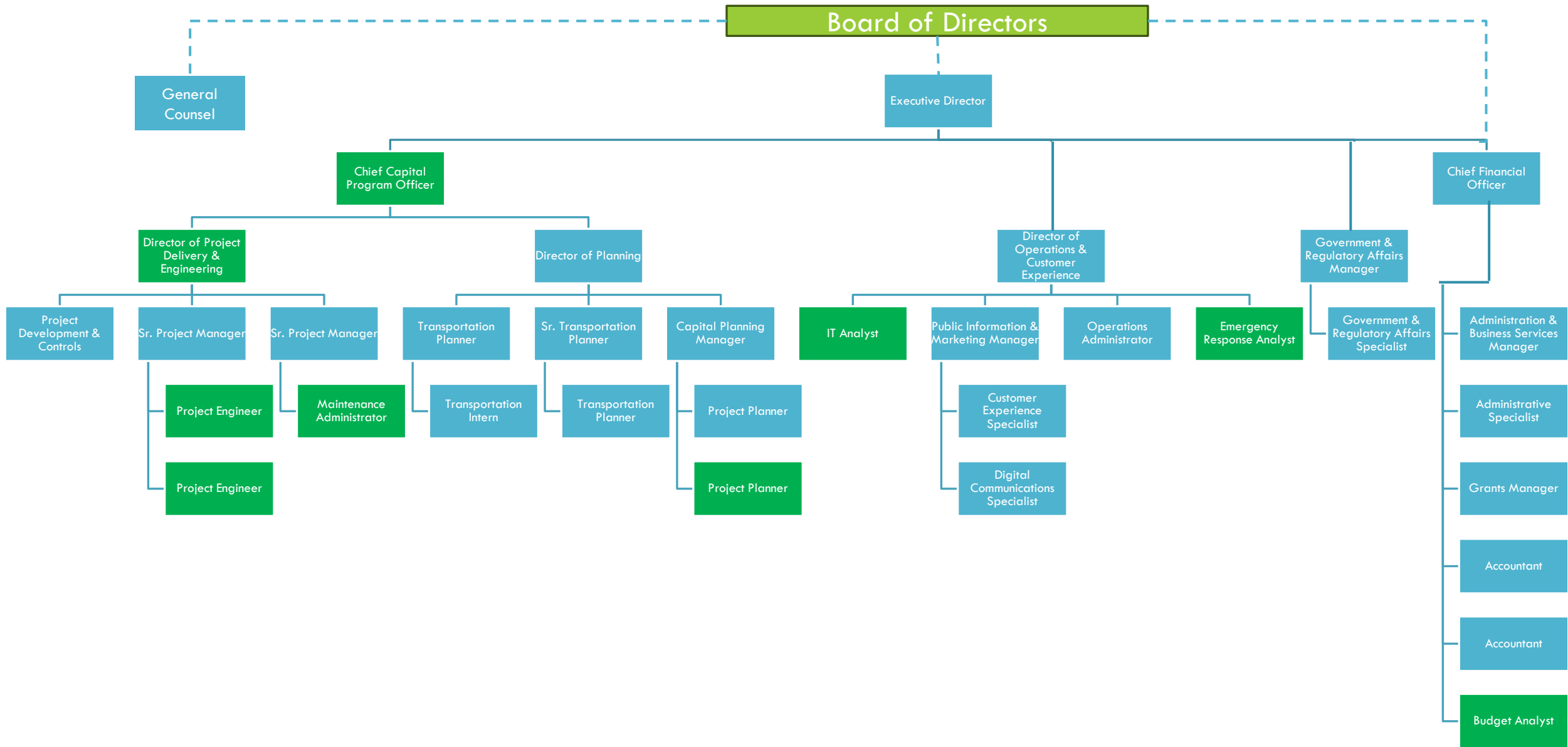
With the approval of the revised Salary Schedule, WETA's Human Resources consultant and the WETA management staff will develop new job descriptions, work on recruitment priorities, and begin the process of advertising and recruiting. Because this takes time and new recruits often need time to leave current positions, no fiscal impact is anticipated in the current Fiscal Year. To the extent positions are related to already approved capital projects, those salaries will be incorporated into those budgets.

Attachment A - Organization Chart

Attachment B - Salary Schedule

Attachment C - Resolution 2024-09

END



Revised Attachment C

FY 2023/24 Salary Schedule (Revised 3/21/24)

Revised	Authorized FTE	Salary Range: Annually	
		Low	High
Accountant	2	\$ 102,134	\$ 145,923
Administration & Business Services Manager	1	\$ 102,134	\$ 145,923
Administrative Specialist	1	\$ 82,080	\$ 117,256
Budget Analyst	1	\$ 82,080	\$ 117,256
Capital Planning Manager	1	\$ 157,169	\$ 224,518
Chief Capital Program Officer	1	\$ 180,926	\$ 258,728
Chief Financial Officer	1	\$ 180,926	\$ 258,728
Customer Experience/Communication Specialists	2	\$ 82,080	\$ 117,256
Director of Operations & Customer Experience	1	\$ 165,528	\$ 236,454
Director of Planning	1	\$ 165,528	\$ 236,454
Director of Project Delivery & Engineering	1	\$ 165,528	\$ 236,454
Emergency Response Analyst	1	\$ 102,502	\$ 146,440
Government & Regulatory Affairs Manager	1	\$ 125,788	\$ 179,695
Government & Regulatory Affairs Specialist	1	\$ 82,080	\$ 117,256
Grants Manager	1	\$ 125,788	\$ 179,695
Information Technology Analyst	1	\$ 102,502	\$ 146,440
Maintenance Administrator	1	\$ 102,502	\$ 146,440
Operations Administrator	1	\$ 102,502	\$ 146,440
Project Development and Controls	1	\$ 102,502	\$ 146,440
Project Engineer	2	\$ 102,502	\$ 146,440
Project Planner	1	\$ 100,858	\$ 144,083
Project Planner	1	\$ 100,858	\$ 144,083
Public Information & Marketing Manager	1	\$ 136,137	\$ 194,494
Senior Transportation Planner	1	\$ 130,974	\$ 187,101
Senior Project Manager	2	\$ 125,788	\$ 179,695
Transportation Intern (non-exempt, part-time)	0.5	\$ 41,856	\$ 66,560
Transportation Planner	2	\$ 100,858	\$ 144,083

Green = New Position

Blue = Revised Title or Salary

SAN FRANCISCO BAY AREA WATER EMERGENCY TRANSPORTATION AUTHORITY

RESOLUTION NO. 2024-09

APPROVE REVISED FY 2023/2024 REORGANIZATION AND SALARY SCHEDULE

WHEREAS, the Board of Directors approved the adoption of the FY 2023/2024 Budget including the annual Salary Schedule, as presented to the Board on June 5, 2023; and

WHEREAS, the FY 2023/2024 Budget included a Salary Schedule for staff as Attachment C developed consistent with WETA's Human Resources Guide and California Public Employees' Retirement Law; and

WHEREAS, Regional Measure 3 (RM 3) will fund up to \$300 million in the expansion and enhancement of San Francisco Bay Ferry service, including the addition of zero-emission vessels and charging infrastructure to comply with California Air Resources Board (CARB) air quality regulations. RM 3 also provides up to \$35 million/year that is eligible to support the operation of current and future San Francisco Bay Ferry service; and

WHEREAS, in anticipation of the availability of RM 3 funding, WETA has developed plans for an ambitious capital and operating program, and has secured over \$116 Million in additional funding, beyond the RM 3 funding stream; and

WHEREAS, WETA asked the American Public Transportation Association to conduct a peer review of WETA's organizational capacity to deliver an ambitious capital program, which process resulted in identification of the need for nine new positions in order for WETA to deliver its capital program in the most efficient manner; and

WHEREAS, RM 3 and other available funding sources provides funding necessary to support the needed positions; and

WHEREAS, the Executive Director recommends the Board approve an updated salary schedule that includes the new positions; now, therefore, be it

RESOLVED, that the Board of Directors approves the new salary schedule, in the form attached to the Staff Report accompanying this Resolution; and

RESOLVED, that the Board of Directors authorizes the Executive Director to take any other necessary actions to give effect to the new organization chart and consistent with this action.

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 March 21, 2024.

YEA:

NAY:

ABSTAIN:

ABSENT:

/s/ Board Secretary

2024-09

END

MEMORANDUM

TO: Board Members

FROM: Seamus Murphy, Executive Director
Michael Gougherty, Planning & Development Manager
Gabriel Chan, Transportation Planner
Noelani Fixler, Transportation Planning Intern

SUBJECT: Internship Capstone Project - Parking and Access Study

Recommendation

There is no recommendation associated with this informational item.

Background

WETA has a paid limited-term internship position for ambitious undergraduate and graduate level students who have a passion for transportation, want real-world working experience, and want to learn vital skills to help advance their planning career. Under general supervision, the Transportation Planning Intern position assists with ferry planning activities, data analysis, and coordinating with partner agency professional staff and consultants. Due to WETA's small staff size, interns can work on a variety of projects including with other departments in the agency. Typically, in addition to their day-to-day work, interns undertake an in-depth capstone project over the course of their tenure at WETA that marries both the intern's interests with the needs of the agency. These projects culminate in a professional or academic report as well as a presentation before the staff and Board of Directors. This presentation is the culmination of Noelani Fixler's work for the 2024 intern capstone project.

Discussion

San Francisco Bay Ferry's relationship with cities includes splitting the ownership of the landside and waterside infrastructure. Due to this split, intermodal connections and terminal access require a collaborative relationship between two or more parties. Over the course of the next few years terminal access will become a focus for the agency, specifically with regards to access equity. Improving transit connections, bicycle and pedestrian conditions, and reducing the drive alone rate to terminals are priorities of San Francisco Bay Ferry's future access policy. This study uses three weeks of manually collected parking data at three ferry terminals, Alameda Seaplane, Oakland, and Richmond to understand how weekday riders currently get to the ferry terminal. Data collected in October 2023 was compared to the 2022 On Board Survey results, analyzed through descriptive statistics, terminal topologies, and compared to existing bicycle infrastructure surrounding terminals. These study elements provide a holistic understanding of ferry terminal access, with recommendations for future work, including methods to grow sustainable ridership, manage parking, and increase multimodal access. The full Parking and Access Study report is attached to this memorandum.

Fiscal Impact

There is no fiscal impact associated with this informational item.

END

San Francisco Bay Ferry (WETA)

Terminal Parking and Access Study

Transportation Planning Internship Capstone

Noelani Fixler
March 2024

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1. Introduction

1.1 Background

San Francisco Bay Ferry, a regional public ferry service operated by the Water Emergency Transportation Authority (WETA), is responsible for the operations and expansions of ferry service on the San Francisco Bay and coordinating water transit emergency response. San Francisco Bay Ferry carries over three million passengers annually, serving the cities of San Francisco, Oakland, Alameda, Richmond, Vallejo, and South San Francisco.

San Francisco Bay Ferry's typical relationship with cities includes splitting the ownership of the landside and waterside infrastructure. In general, cities own and maintain the landside, while San Francisco Bay Ferry owns and maintains the waterside. Parking lots are typically owned by partner cities and many offer free parking for ferry riders. Due to this split, intermodal connections and terminal access require a collaborative relationship between two or more parties, creating challenges for multimodal coordination.

Over the course of the next few years terminal access will become a focus for the agency, specifically with regards to access equity. Improving transit connections, bicycle, and pedestrian conditions, and reducing the drive alone rate to terminals are priorities of San Francisco Bay Ferry's future access policy. This study includes several recommendations to enhance sustainable access to terminals in the future work section, including ways to work with cities to grow sustainable ridership.

1.2 Purpose

The Parking and Access Study is needed to fully understand modes of access to ferry terminals. San Francisco Bay Ferry aims to survey and analyze parking utilization at ferry terminals every other year. Currently, the data available with regards to ferry access modes is the annual on-board survey, however, the focus of the questionnaire is geared closer to passenger satisfaction with a few additional questions regarding terminal access modes.

As San Francisco Bay Ferry develops a terminal access policy to guide partner cities on prioritizing multimodal access, the agency needs an updated parking count and occupancy study to understand parking and access modes and develop actionable recommendations on improving multimodal access to terminals. This includes understanding not just vehicle access to terminals, but how many riders are biking or using other forms of alternative transportation, and how this impacts bike parking facilities. These access patterns may also serve to inform vessel design and other planning decisions.

1.3 Methodology

This study uses three weeks of manually collected parking data at Alameda Seaplane, Oakland, and Richmond ferry terminals, comparing this data to the 2022 On Board Survey to understand modes of access by car, public transportation, bike, and other modes. Using both the 2022 On Board Survey and the observed data allows for a clearer picture for Alameda Seaplane, Oakland, and Richmond Ferry Terminals. These terminals were selected due to staff proximity and study scope. The access data was analyzed through descriptive statistics, graphs, and by averaging the data over the three-week collection period. Maps of existing bicycle infrastructure surrounding terminals are included, as well as ferry terminal topologies based on the 2022 On Board Survey to quantify the modeshare at terminals.

1.4 Study Limitations

The study only included three terminals and lasted only three weeks. It only included one AM trip for each terminal studied. Originally, the study intended to choose 1 AM and 1 PM trip to be studied. Due to staff capacity, only the AM trip was included. This limits the scope of the project as only the morning parking capacity can be understood.

For this study, the Oakland Jack London Square terminal was selected specifically due to its proximity to a denser population center, a high bike modeshare, and access to free parking. However, the parking data for Oakland is recorded by the garages, not WETA, who provide free parking to ferry riders upon ticket validation. Free parking at Jack London Square is majorly advertised to riders and has long been considered positively impactful on ridership. This data is recorded by SKIDATA and is not shared with WETA. Staff requested access to the SKIDATA portal, however SKIDATA did not follow up with this request. To understand parking demand and utilization at the Oakland terminal, it is essential that WETA gain access to the SKIDATA parking portal.

1.5 Understanding Parking Occupancy

To understand parking occupancy, staff collected data for one AM trip in three consecutive weeks at three San Francisco Bay Ferry Terminals. The departures selected include the Alameda Seaplane to San Francisco Ferry Building 7am trip, the Oakland to San Francisco Ferry Building 7:30am trip, and the Richmond to San Francisco Ferry Building 7:30am trip. Trip dates included Alameda Seaplane and Oakland on Mondays from 9/18-10/2, and Richmond on Wednesdays from 9/27-10/11. Due to poor air quality on Wednesday 9/20/2023, Richmond data collection began one week later than Oakland and Alameda.

Data was collected manually by observing parking activity for approximately a half hour before the ferry trip. For data collection events for each departure, staff tracked every arriving vehicle, the number of passengers exiting, and if the vehicle parked or dropped off passengers. Staff estimated the number of electric vehicles parking at terminals during the second two weeks of data collection to understand the percentage of electric vehicle mode share. Staff tracked every bike and scooter boarding, and any bike or scooter parking at the terminal either at bike racks or in bike lockers.

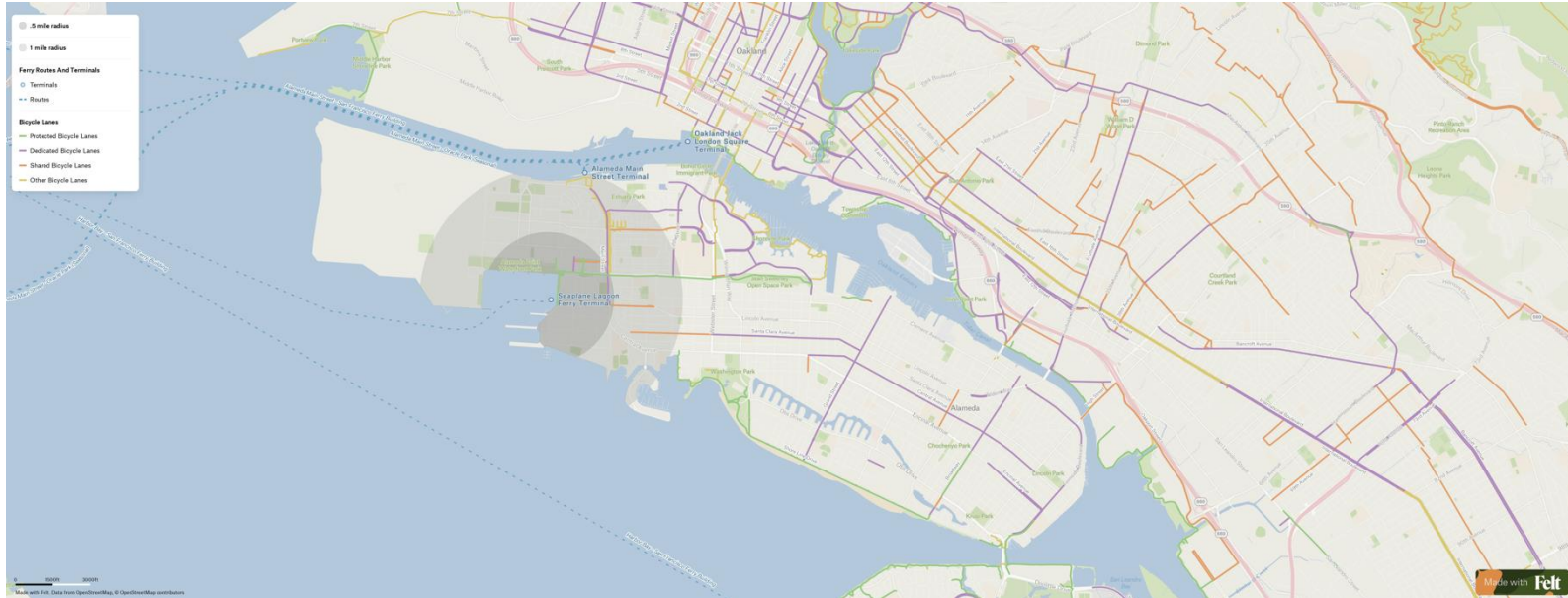
2. Results and Discussion

2.1 Multimodal Access at Terminals Studied

Biking is a popular method of access for ferry riders at several terminals. According to the 2022 San Francisco Bay Ferry on board survey, bike access varies from 4% at Vallejo to 25% at Alameda Seaplane. Reasons for variation in bike access rates could include safe bike infrastructure available, land use patterns, lack of bike parking, or other considerations. Below are maps and a discussion of bike infrastructure at terminals studied, including a radius of .5 miles and 1 mile from the ferry terminals.

Alameda Seaplane Bicycle Infrastructure

Figure 2-1 Alameda Bike Map



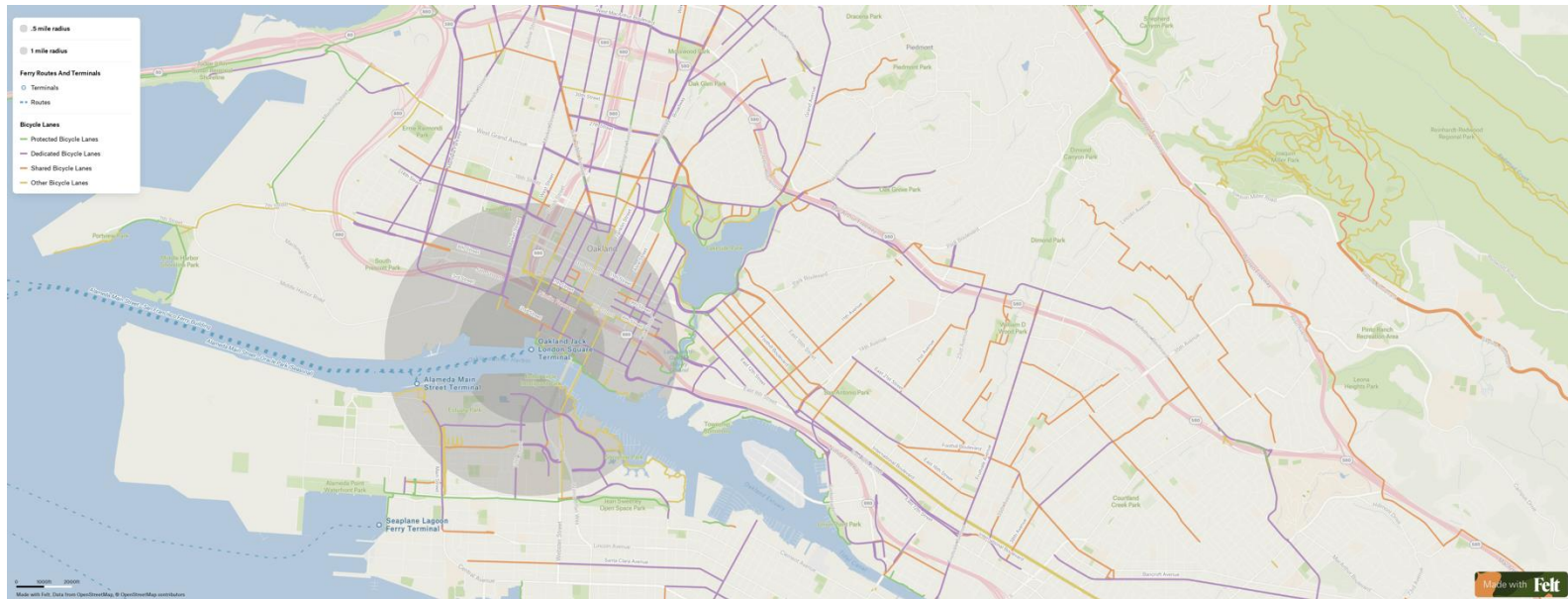
Currently, Alameda Seaplane terminal is partially connected to residential and commercial corridors by protected and dedicated bike lanes as well as low-stress routes, enabling a high modeshare of biking to Alameda Seaplane ferry terminal. According to the 2022 on board survey, 25% of riders biked to the terminal – the highest percentage of bike access in the San Francisco Bay Ferry system.

Alameda’s 2022 Active Transportation Plan calls for further bike connectivity across the island, including new shared use paths and separated bike lanes to both Alameda Seaplane and Main St Alameda ferry terminals. According to the Alameda Active Transportation Plan, 46% of respondents are categorized as interested but concerned – showing a significant potential for cycling to increase as infrastructure improves.¹ Given the high cycling percentage of Alameda Seaplane ferry riders, the terminal can be used as an example for future access improvements at other terminals, while collaborating with the City of Alameda to improve conditions further.

¹ [Alameda Active Transportation Plan](#)

Oakland Bicycle Infrastructure

Figure 2-2 Oakland Bike Map



Despite the close distance of Oakland Ferry Terminal to Downtown Oakland, the bike conditions linking the terminal to locations of interest are poor or non-existent. Pedestrian conditions are poor, with damaged sidewalks, dangerous crossings, and no traffic calming measures. From the Oakland Ferry Terminal, there is no safe bike or pedestrian route to Alameda. Regardless of these barriers, 17% of riders bike to the terminal and 12% of riders walk to the terminal, according to the 2022 on board survey.

According to the 2019 Oakland Bike Plan, 77% of severe and fatal crashes occur on just 3% of Oakland streets. Among these streets include Broadway, a critical connection to the Oakland ferry terminal. The plan concludes that bikeways are disconnected, and the primary reason for not biking in Oakland is aggressive driving. Other findings include that Oakland residents are interested in biking, 61-72% of respondents stated they would like to bike more than they do now. According to the 2019 Oakland Bike Plan, the city is aiming to increase low-stress bikeways to enable 90% of residents to live within ¼ mile of one and double the overall bike commuter share from 5-10%. The plan also calls for safe bike routes to transit hubs and an increase in bike storage, including the Oakland terminal.²

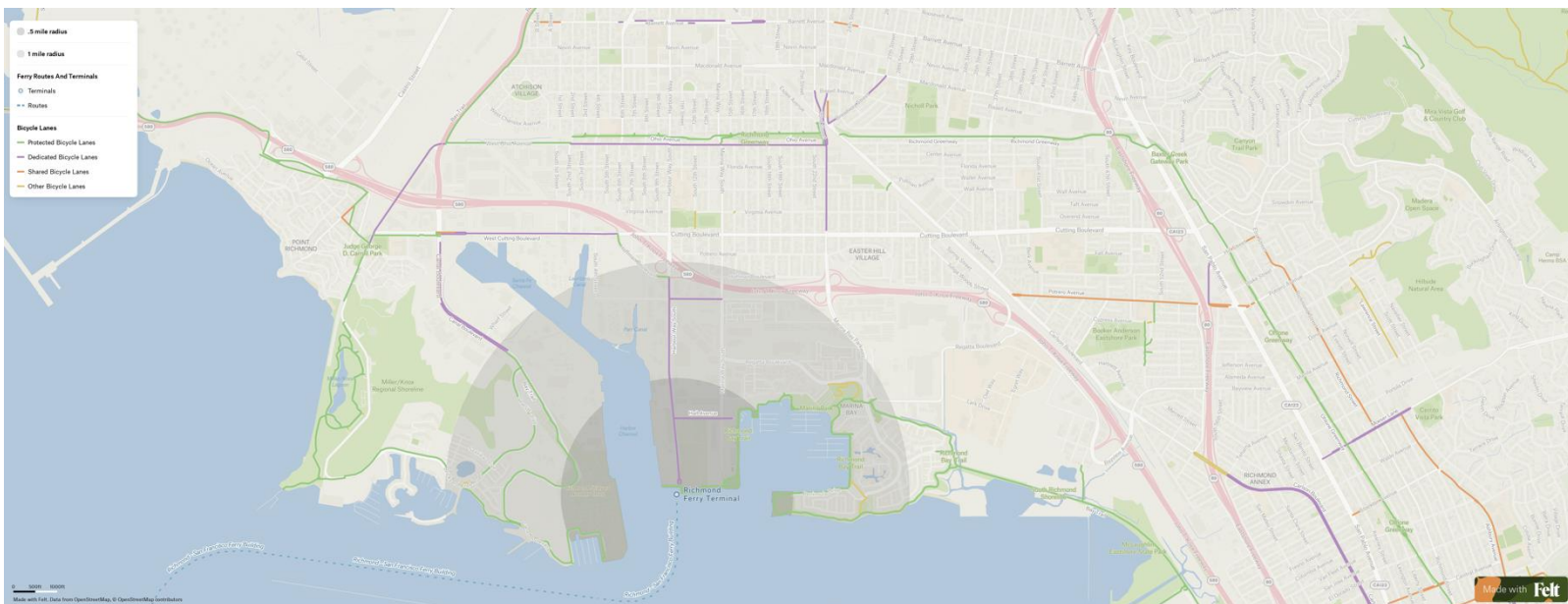
There are no dedicated bike lanes surrounding the terminal, and pedestrian conditions are poor when crossing under the highway to Jack London Square. These factors may disincentivize non-car access to the ferry terminal, despite its close distance to Downtown Oakland. Currently, the City of Oakland is developing the Broadway Streetscape Improvements plan, which intends to enhance bus speeds and pedestrian safety along the corridor. The plan is exploring safe bike infrastructure on or parallel to Broadway.³

² [Oakland Bike Plan, City of Oakland](#)

³ [Broadway Streetscape Improvements, City of Oakland](#)

Richmond Bicycle Infrastructure

Figure 2-3 Richmond Bike Map



The Richmond ferry terminal links to the Bay Trail, allowing riders a mixed-use path to travel north or south. Recent bicycle infrastructure upgrades on Harbour Way provide a mile of dedicated bike lane for riders yet fails to connect the ferry terminal with Downtown Richmond, the Richmond Greenway, and Richmond BART. These mixed links are critical connections for riders, 11% of whom currently bike and 5% of whom currently walk according to the 2022 on board survey.

According to the 2023 Richmond Bicycle and Pedestrian Plan, Harbour Way, the main north/south connection to the Richmond Ferry Terminal is on the multimodal high injury network, along with Cutting Blvd, the main east/west connection. Separated bikeways have been proposed in the plan, with connections from the Richmond ferry terminal to Downtown Richmond area, including the proposed bike lanes on Marina Way as a medium-priority project.⁴ Upgrades to the bicycle network are paramount, considering the equity index scores in the Richmond Bicycle and Pedestrian plan – the central core of Richmond is considered highest need. This area's poor connectivity to the Richmond ferry terminal combined with the Richmond terminal as the terminal with the lowest share of bike access modes out of the three terminals studied provide a strong argument for bike infrastructure upgrades to facilitate transportation equity.

2.2 Ferry Terminal Topologies

These topologies, based off the access mode distribution in the 2022 San Francisco Bay Ferry On Board Survey, can be used to better describe terminal access modes and understand where sustainable access is strongest across the system. Staff used to use natural breaks as a classification method through comparing terminal access percentages by categories of drive alone, kiss-and-ride/carpool, and ride-hailing apps. Terminal mode access naturally appeared to break into the modeshare topology criteria percentages below. Other public transportation options and bike infrastructure were considered when

⁴ [Bicycle and Pedestrian Action Plan, City of Richmond](#)

categorizing the modeshare topology criteria, as stations labeled car dependent had little frequent connecting bus or rail service and no bike infrastructure connecting to terminals.

Table 2-1 Terminal Topologies Criteria

Terminal Topology	Modeshare Topology Criteria
Urban	< 40% access by car modes
Intermodal	40-60% access by car modes
Intermodal: car reliant	60-70% access by car modes
Car dependent	> 70% access by car modes

These terminal topologies are instructive to the agency: as the agency develops an access policy to develop standards for new and existing terminal facilities, understanding current terminal standards with topologies can help quantify multimodal access by combining the current access percentages with public transportation and bike infrastructure at terminals. To decrease the drive alone and overall access by vehicle rate to terminals, land use, transportation connectivity, and bike infrastructure at terminals with urban topologies can be considered as a model, as urban drive alone rates exist naturally at under 40%.

These categories are specific to San Francisco Bay Ferry terminals, modeled from the BART Station Access Topology⁵ as part of BART's Station Access Policy which helps to guide design decisions at the project level. The BART Station Access Topology includes both current and aspirational topology types as part of access policy implementation measures. Below is a full list of terminal topologies, classified by modeshare access distribution:

Table 2-2 Terminal Topologies

Terminal	Modeshare Access Distribution (On board survey 2022)	Car mode access %	Non-car mode access %	Terminal Modeshare Topology
Alameda Seaplane	1. Drive Alone (52%) 2. Bike (25%) 3. Kiss-and-Ride/Carpool (8%) 4. Walk (7%) 5. Other (7%) 6. Transit (2%) 7. TNC (0%)	60%	34%	Intermodal: car reliant
Chase Center	N/A	N/A	N/A	Urban*

⁵ [BART Station Access Policy](#)

San Francisco Ferry Building	1. Walk (30%) 2. Transit (23%) 3. Bike (19%) 4. Kiss-and-Ride/Carpool (10%) 5. Other (8%) 6. TNC (6%) 7. Drive Alone (5%)	21%	72%	Urban
Harbor Bay	1. Drive Alone (45%) 2. Walk (19%) 3. Bike (14%) 4. Other (13%) 5. Kiss-and-Ride/Carpool (7%) 6. Transit (1%)	52%	34%	Intermodal
Mare Island	N/A	N/A	N/A	Unknown*
Main Street Alameda	1. Drive Alone (45%) 2. Kiss-and-Ride/Carpool (39%) 3. Bike (13%) 4. Walk (6%)	82%	19%	Car dependent
Oakland	1. Drive Alone (45%) 2. Kiss-and-Ride/Carpool (18%) 3. Bike (17%) 4. Walk (12%) 5. Other (5%) 6. Transit (2%) 7. TNC (1%)	64%	29%	Intermodal: car reliant
Pier 41 Marine	N/A	N/A	N/A	Urban*
South San Francisco	1. Bike (46%) 2. Walk (31%) 3. Other (15%) 4. Kiss-and-Ride/Carpool (8%)	8%	77%	N/A Sample size insufficient

Richmond	1. Drive Alone (57%) 2. Kiss-and-Ride/Carpool (17%) 3. Bike (11%) 4. Other (7%) 5. Walk (5%) 6. Transit (1%) 7. TNC (1%)	75%	17%	Car dependent
Vallejo	1. Drive Alone (43%) 2. Kiss-and-Ride/Carpool (36%) 3. Other (8%) 4. Walk (4%) 5. TNC (4%) 6. Bike (4%) 7. Transit (2%)	83%	10%	Car dependent

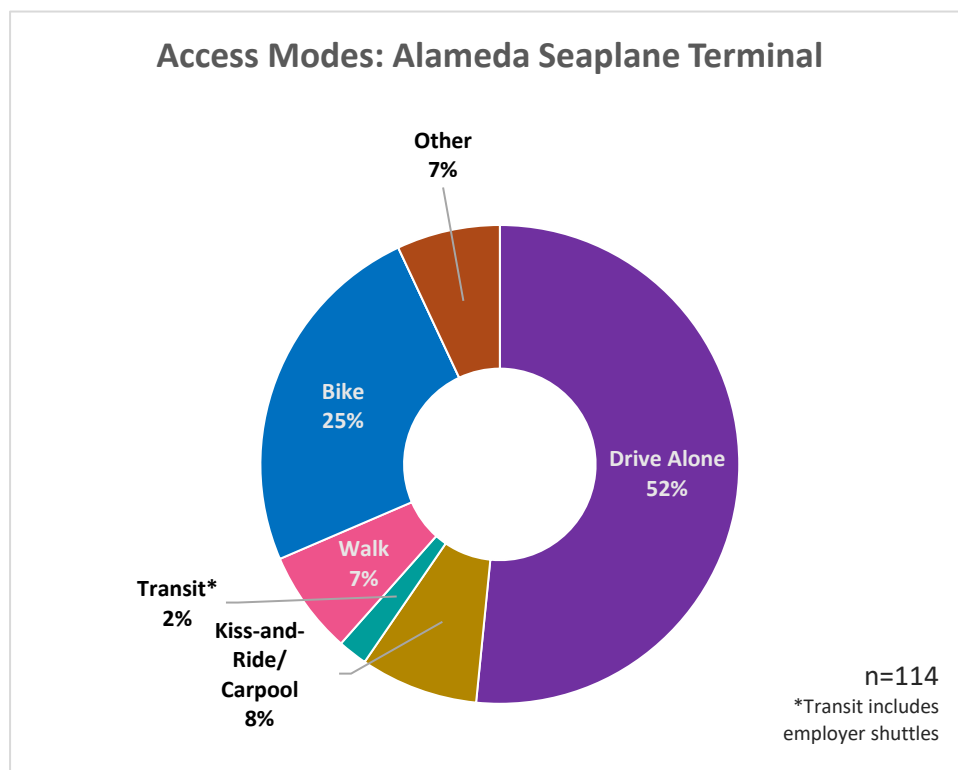
*no access survey data

2.3 2022 San Francisco Bay Ferry On Board Survey Results

The 2022 San Francisco Bay Ferry On Board Survey Mode split survey results for terminals used in this study, Alameda Seaplane, Oakland, and Richmond, can illustrate terminal access modes:

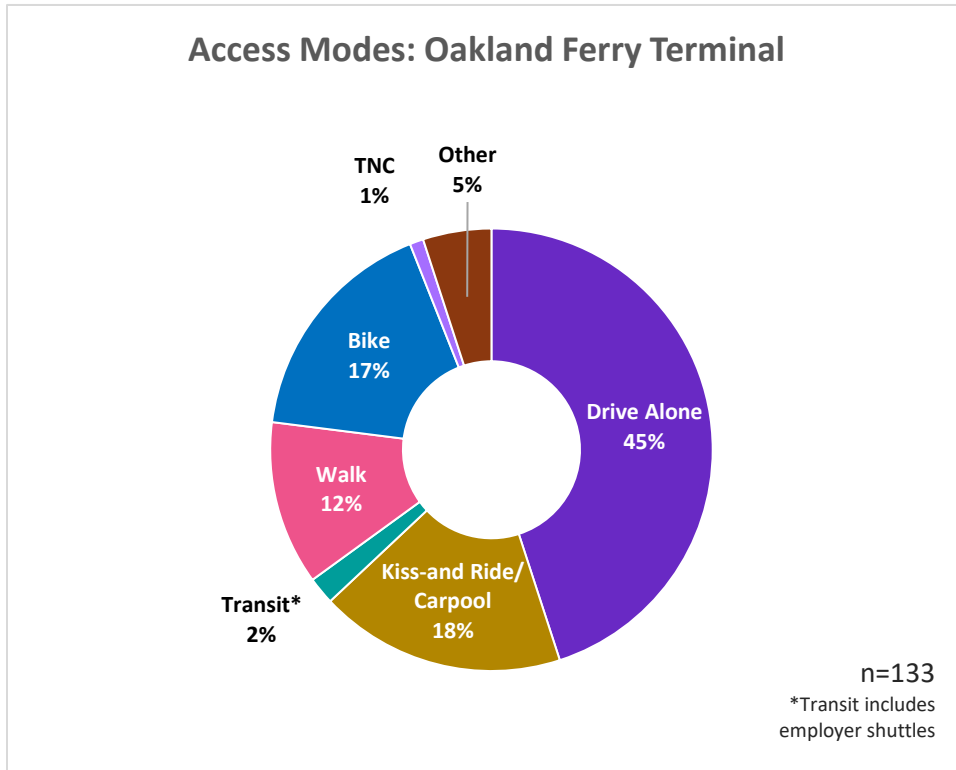
Figure 2-4 Alameda Seaplane Ferry Terminal Access Modes

Figure 2-4 Access Modes: Alameda Seaplane Terminal



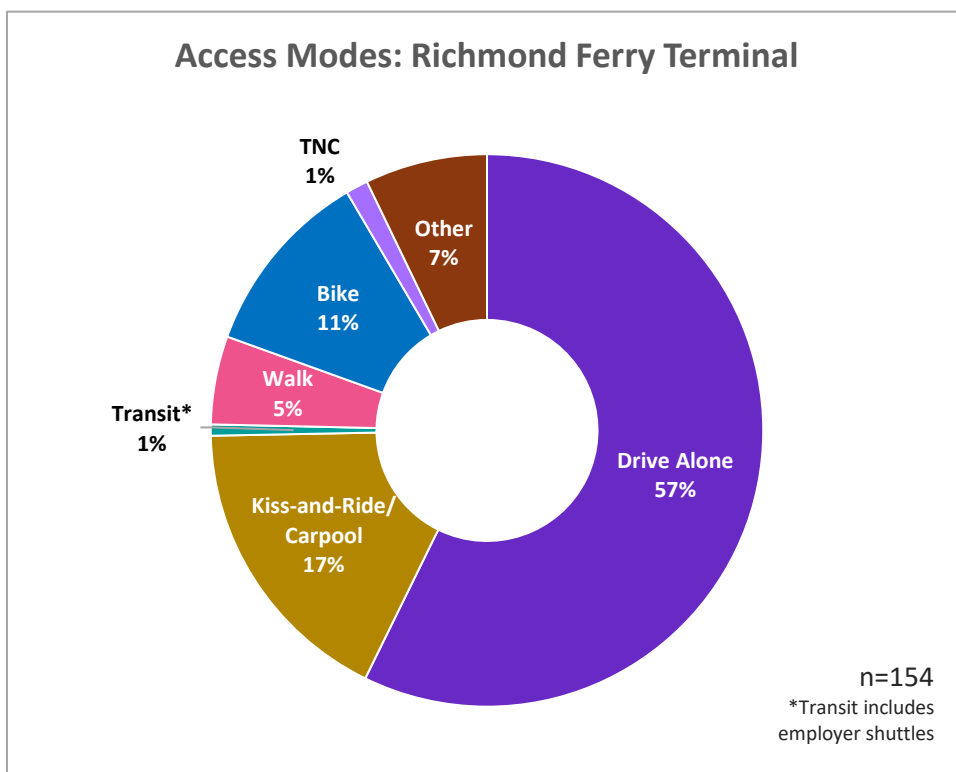
Alameda Seaplane Terminal is currently categorized as Intermodal: Car Reliant, as access by car modes is at 60%.

Figure 2-5 Access Modes: Oakland Ferry Terminal



Oakland Ferry Terminal is currently categorized as car-reliant, as access by car modes is 60-70%.

Figure 2-6 Access Modes: Richmond Ferry Terminal



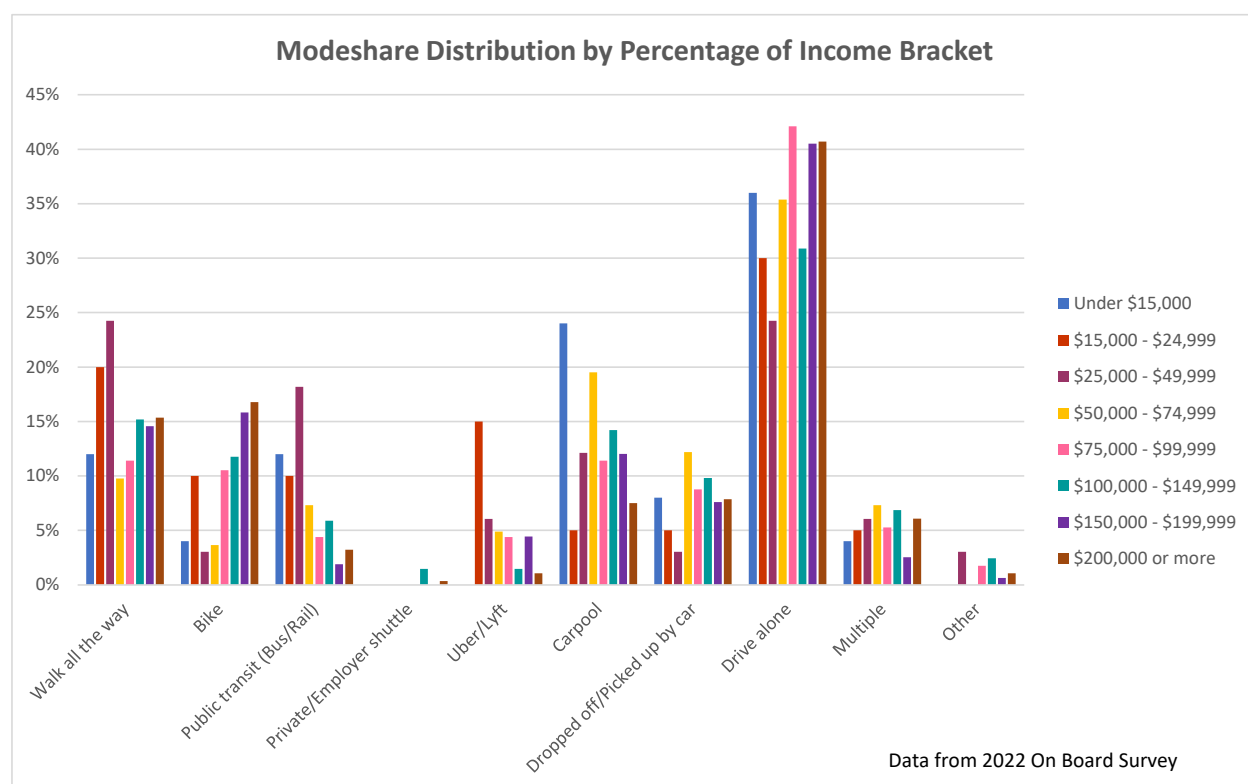
Richmond Terminal is currently categorized as car-dependent, as access by car modes is >70%.

2.4 Terminal Access Equity

As San Francisco Bay Ferry develops Bay Ferry 2050, a service visioning effort and business plan, diversity, equity, and inclusion is a key focus for the agency. Policies considered would integrate ferry services with landside uses and areas they serve, seamless transit connections, and ensure affordable fares. The future terminal access policy will provide a roadmap for multimodal access improvements, prioritizing first/last mile access for the most vulnerable ferry riders, including those who are transit dependent or do not own a car.

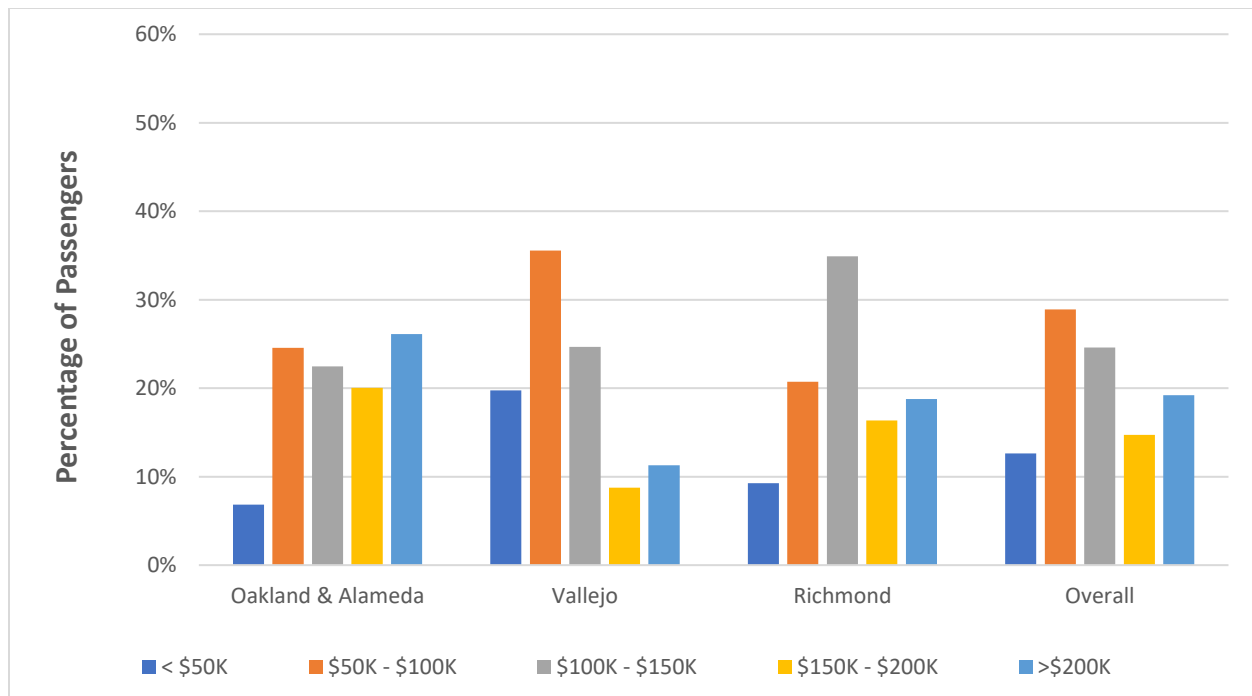
To understand the need for multimodal improvements and inform equity-based recommendations, staff graphed the terminal modeshare access distribution by income brackets. The findings of these graphs show that drive-alone is the most popular mode of access amongst all income brackets. Despite this finding, these figures illuminate other important data pertinent to access equity.

Figure 2-7 Modeshare Distribution by Percentage of Income Bracket



This graph of modeshare distribution by percentage of income bracket show how actions to improve bicycle and pedestrian access will benefit low-income riders most. On average, non-car or carpool modes of access are more popular among lower-income riders, including uber/lyft for riders who may not own a car. Biking to terminals is popular among several different income levels, including low-income and high-income riders.

Figure 2-8 Ferry Ridership and Income Brackets by Terminal



This graph from the 2022 San Francisco Bay Ferry On Board Survey Report,⁶ shows the highest proportion of low-income riders at the Vallejo terminal. This terminal is classified as car-dependent in the Ferry Terminal Topologies section with a non-car access rate of 10%. To provide equitable access to a terminal with a higher amount of low-income riders, non-car access must be improved.

⁶ [2022 WETA Onboard Passenger Survey Summary Report](#)

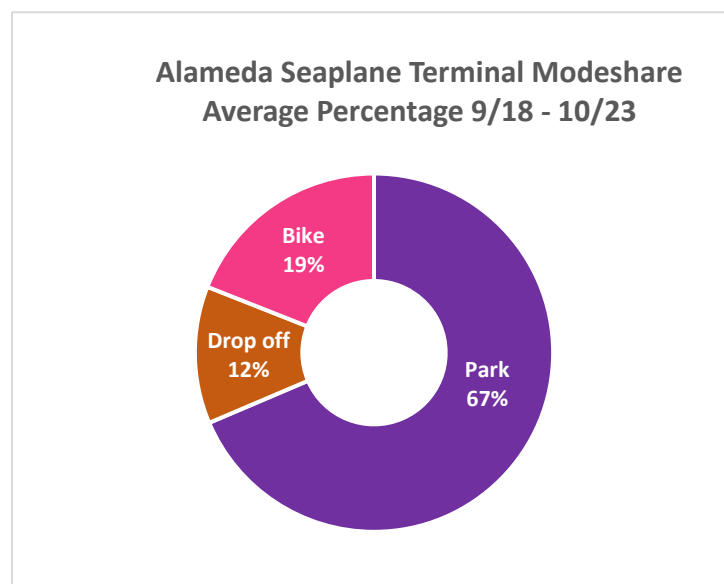
2.5 Observed Parking and Access Data Results

The results below illustrate data collected for one AM trip in three consecutive weeks at Alameda Seaplane, Oakland, and Richmond terminals. Data was estimated and has minor inconsistencies when compared to on board passenger counts.

Table 2-3 Alameda Seaplane Ferry Terminal Parking and Access Counts

DAY	7am trip	9/18/23	9/29/23	10/2/23	Average	Percent
On Board Count	PAX	48	48	57	51	
On board bike count		5	5	17	9	
Access Mode	Parked	26	29	28	28	67%
	Drop Off	5	6	4	5	12%
	Bikes on board	6	7	10	8	19%
	Scooters on board	0	0	1	0	0%
Storage	Scooters in cages	1	0	0	0	
	Bikes on Cages	0	0	0	-	
Total		38	42	43	41	100%
Bike difference		-1	-2	7	1	
Difference	By Foot	10	6	14	10	

Figure 2-9 Alameda Seaplane Terminal Modeshare Averages



EV parking data was collected on 10/3. On this date, 3 electric vehicles were parked at the terminal.

A scooter rider utilized the bikelink lockers at the terminals.

Oakland Ferry Terminal*

Table 2-4 Oakland Ferry Terminal Parking and Access Counts

DAY	7:30am trip	9/18/23	9/29/23	10/2/23	Average
On Board Count	PAX	47	40	40	42
On board bike count		14	13	8	12
Parking Study	Parked**	N/A	N/A	N/A	N/A
	Drop Off	1	2	1	1
	Bikes on board	12	10	7	10
	Scooters on board	0	1	1	1
Storage	Bikes in cages	N/A	N/A	N/A	N/A
	Scooters in cages	N/A	N/A	N/A	N/A
Total		13	13	9	12
Bike difference		2	3	1	2
Difference	By Foot	34	27	31	31

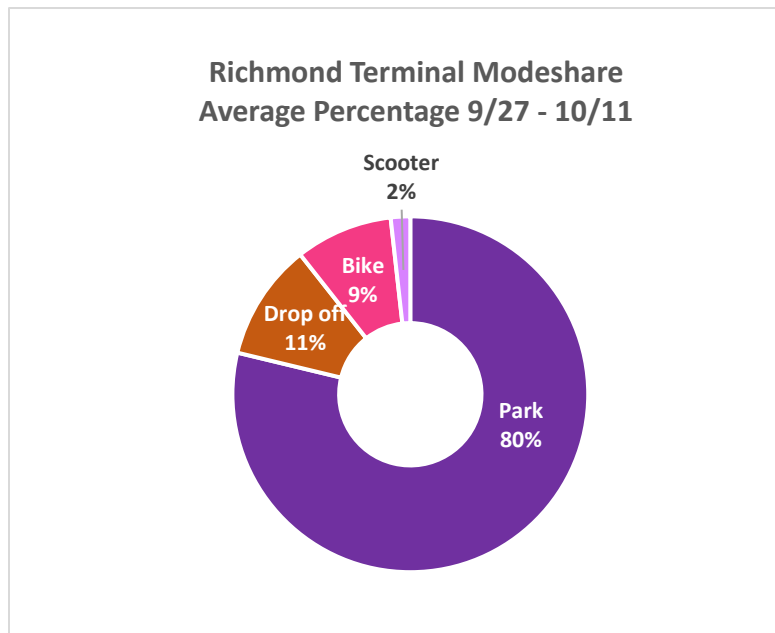
*does not include parking data from Oakland garages.

**Oakland data collected is extremely limited as the parking data was not openly available. Riders who drive to Oakland terminal park in a garage at Jack London Square, free upon validation that is provided on the ferry. This data is recorded but is not shared with San Francisco Bay Ferry. When completing this study, staff attempted to access this data portal, but was unsuccessful. See more about Oakland parking data in study limitations section.

Table 2-5 Richmond Ferry Terminal Parking and Access Counts

DAY	7:30am trip	9/27/23	10/4/23	10/11/23	Average	Percent
On Board Count	PAX	89	101	110	100	
On board bike count		10	7	9	9	
Parking Study	Parked	55	63	60	59	80%
	Drop Off	5	8	11	8	11%
	Bikes on board	6	6	8	7	9%
	Scooters on board	2	0	2	1	2%
Storage	Bikes on Cages	0	0	0	-	
	Scooters in cages	0	0	0	-	
Total		66	77	79	74	100%
Bike difference		4	1	1	2	
PAX Difference	By Foot	23	24	31	26	

Figure 2-10 Richmond Terminal Modeshare Averages



Electric vehicle parking data was collected on 10/4 and 10/11. 7 EV's were parked on 10/4 and 5 on 10/11.

The data collected addresses the initial need for studying parking and access by providing a limited sample of access modes to three terminals. The study findings illustrate a modeshare breakdown, helping to plan for current and future terminals.

Complete modeshare splits collected from observed data and the on-board survey show, on average, Alameda Seaplane terminal with the highest bike rate, followed by Oakland and Richmond. Richmond terminal showed the highest drive alone rate, followed by Alameda and Oakland.

Results for on board survey and observed data varied, considering the counts are a limited sample of only three weeks at a specific morning trip. Reasons for these inconsistencies may include travel pattern differences throughout the time of day or seasonal variation, though the on-board survey was conducted a year prior at the same time of year as the observed data collection. The most notable difference between the on-board survey data and observed data is that the on-board survey included more modes. The exact categories were impossible to replicate for the observed data, as counting every single passenger boarding and every car parking would prove difficult for a single member of staff.

Despite the lack of Oakland terminal parking data, the results show an average of ten bike riders for the three-week period, a popular mode of access for the Oakland terminal. The table below shows a comparison between terminal on board survey and observed results.

Table 2-6 Alameda Seaplane, Oakland, and Richmond On Board and Observed Results

Terminal	Alameda Seaplane		Oakland		Richmond	
Modeshare average	On board survey	Observed	On board survey	Observed	On board survey	Observed
Walk	7%	N/A	12%	N/A	5%	N/A
Bike	25%	19%	17%	N/A	11%	9%
Scooter	N/A	0%	N/A	N/A	N/A	2%
Drop off	8%	12%	18%	N/A	17%	11%
Drive alone	52%	67%	45%	N/A	57%	80%
Other	7%	N/A	5%	N/A	7%	N/A

The ferry terminal topologies, the on-board survey, and the parking study data can illustrate where single occupancy driving trips are the highest to promote terminals in need of non-single occupancy trip reduction. To promote and support sustainable growth, terminals in this study with higher non-car modeshares can be referenced as a model. For example, understanding factors that result in urban terminal topologies can help reduce vehicle miles traveled (VMT). The analysis of bike and pedestrian facilities as well as the data collected of bike access to the terminals studied shows how riders are accessing the terminals by non-car modes, and provides insight on how sustainable trips can be increased.

3. Future work

3.1 Study Recommendations

As a result of this study's findings, staff are including five high level recommendations for future work. These recommendations are based in strategies to align with San Francisco Bay Ferry's future access policy to establish agency wide goals and priorities for how ferry riders access terminals.

3.2 Implementation Matrix

Potential actions outlined below set a clear framework for improving multimodal, equitable access to ferry terminals while promoting sustainable ridership growth. High-level recommendations include prioritization of safe bike and pedestrian access, development near terminals, parking management strategies and electric vehicle chargers, and TDM strategies. Specific recommendations to achieve these strategies are included in the implementation matrix.

The feasibility of these actions varies based on the level of agency effort required, cost, and timeline. Timeline implementation classifications are as follows:

- Short-term: within 1-2 years
- Medium-term: within 2-4 years
- Long-term: 5+ years

Table 3-1 Implementation Matrix

Action	Description	Level of effort	Cost	Timeline
Recommendation #1: Prioritize Safe Bike Infrastructure and Bike Parking to Promote Sustainable Terminal Access				
Safe Routes to Ferry (SR2B)	BART's Safe Routes to BART (SR2B) grant program is designed to support local agencies in delivering bike and pedestrian improvements for streets, parks, plazas, and trails that serve BART stations. ⁷ If funds become available, a similar program could support sustainable ridership growth for San Francisco Bay Ferry.	High – would require staff to manage the program, finances to support capital projects	\$\$\$	Long-term
Access Policy implementation	San Francisco Bay Ferry is developing a future access policy to promote sustainable transportation and access equity to terminals. Adopting and working with cities to implement the goals of this policy is essential to promoting multimodal access.	Medium – Policy is currently being developed, working with cities to implement policies will require a higher level of effort	\$	Medium-term

⁷ [Safe Routes to BART \(SR2B\)](#)

Install secure bike storage at all terminals	Many partner terminals lack bike racks and bike lockers. Working with partner cities and bike locker companies such as BikeLink ⁸ can help incentivize bike commuting.	Medium – Implementation difficulty will vary based on partner city’s willingness to invest in bike infrastructure	\$-\$\$	Medium-term
Promote bikeshare programs in partner cities	Advocate for partner cities without bikeshare programs to add bikeshare stations across the city and transfer discounts to encourage sustainable access	Low – Implementation difficulty will vary based on partner city’s interest in bikeshare	\$	Long-term
Recommendation #2: Pursue Ferry Oriented Development				
Work with cities to develop mixed-use, dense housing at and around ferry terminals	Advocate for cities to rezone areas surrounding current and new ferry terminals to allow for transit-oriented development opportunities, as feasible. Benefits include single occupancy vehicle access reduction and sustainable ridership growth. MTC’s Transit-Oriented Communities (TOC) Policy applies to locations within a half-mile of existing and planned ferry stops and stations. ⁹	High – Terminal parking lots are not owned by San Francisco Bay Ferry, promoting development may prove difficult and may be unpopular in low-density cities	\$	Long-term
Recommendation #3: Parking Management Strategies				
Install automated parking data collection devices and monitoring at terminals	To gain an automated understanding of ferry terminal parking counts, a camera device or sensor can be installed to monitor daily parking capacity at each terminal parking lot. This would allow easier planning for parking needs at new terminals by helping the agency to develop parking management strategies, and better understand electric vehicle charger needs. By utilizing advanced data collection methods to analyze patterns, targeted strategies for parking management can be developed. If parking is paid, that data could also be an indicator of usage and capacity. Secondarily, this data could	Medium – Requires collaboration with partner cities that own terminal parking lots, may prove politically popular or unpopular	\$\$	Long-term

⁸ [BikeLink - On Demand Bike Parking](#)

⁹ [Transit-Oriented Communities \(TOC\) Policy](#)

	be used to inform riders about parking lot capacity. Some devices may double as security cameras, enhancing security at terminals.			
Gain access to Oakland parking garage data portal	Data on validated ferry rider parking at Oakland parking garages is collected by data management company SKIDATA but is not shared with San Francisco Bay Ferry. Several attempts were made to access the portal for the purposes of this study, however SKIDATA was unresponsive. Accessing and analyzing this data can help the agency understand the impact of free parking on Oakland terminal ridership.	Medium – Requires a more aggressive approach for accessing the data portal	\$	Short-term
Replicate and expand parking and access study	Replicating this study to include other terminals can provide crucial information, as other San Francisco Bay Ferry terminal parking lots have not yet been studied. Using this study methodology as a model, the study can be expanded to include other terminals such as Harbor Bay, Alameda Main Street, Vallejo, and more.	High – would require staff time and resources to execute.	\$	Long-term
Work with cities to develop paid parking programs	Combined with improved transit, bike, and pedestrian access, paid parking can help manage parking by reducing induced demand. Pricing parking properly, especially at peak hours, can curb issues with overflow parking. The city of Alameda is currently working on developing a paid parking program for ferry terminals. Working with other cities to mirror a similar program can reduce the terminal access drive alone rate while managing parking more effectively. Parking fees can help fund multimodal access improvements.	Medium – Programs would be developed and managed by partner cities but may prove politically unpopular.	\$	Long-term
Improve curb management	Develop curb hierarchy to prioritize transit riders, cyclists, and pedestrians. Apply principles from access policy curb management section to current and new terminals.	Low – Establishing curb management can better serve the needs of all transportation modes and will be part of access policy development	\$	Long-term

Recommendation #4: Install Electric Vehicle Chargers at Terminals				
Pursue grant opportunities and work with cities to expand EV charging at terminals	Continue pursuing grant opportunities for electrification, ideally funding both the infrastructure needed for electric vehicle chargers and electric ferry charging infrastructure.	Medium	\$	Short-term
Recommendation #5: Pursue Transportation Demand Management (TDM) Strategies				
Work with partner cities to develop shuttle programs	Support development of city shuttle programs to reduce drive-alone rate to terminals, work to align shuttles with ferry departure times	Low – Staff can support where needed	\$	Short-term
Improve connections with other transit agencies	Explore schedule coordination, seamless transfers, transfer discounts or free transfers, and additional improvements for multi-agency trips	Medium – Schedule coordination can be difficult, funding may need to be identified for transfer subsidies	\$	Medium-term
Advocate for subsidized pass programs and fare integration	Advocate for an expansion of programs such as BayPass, a regional fare integration pilot with randomly selected students from UC Berkeley, San Jose State University, and San Francisco State. BayPass results have shown to increase participant ridership by up to 40%, compared to their peers with single-agency “institutional passes”. ¹⁰ MTC aims to sell BayPasses as an employee or resident benefit product and has finalized agreements with Alameda Transportation Management Association (Alameda TMA) and the City of Menlo Park to provide 1,900 BayPasses as part of BayPass Phase 2. ¹¹ As this program expands, further advocacy is needed to ensure success.	Low – These programs are being adopted by employers, housing developers, and other groups. Fare integration is politically favorable, and benefits both the rider and the agency.	\$	Medium-term

¹⁰ [40% increase in transit use among BayPass recipients, Seamless Bay Area](#)

¹¹ [More Employers Board Clipper® BayPass, Provide Workers Unlimited Free Transit, MTC](#)