



STAFF REPORT

DATE: May 11, 2020
TO: Sacramento Regional Transit Board of Directors
FROM: Cindy Brooks, Clerk to the Board
SUBJ: APPROVAL OF THE ACTION SUMMARY OF MARCH 23, 2020

RECOMMENDATION

Motion to Approve.

**SACRAMENTO REGIONAL TRANSIT DISTRICT
SPECIAL BOARD OF DIRECTORS
BOARD MEETING
March 23, 2020**

ROLL CALL: Roll Call was taken at 12:02 p.m. PRESENT: Directors Budge, Harris, Howell, Hume, Jennings, Kennedy, Miller, Nottoli, Schenirer, Serna and Chair Hansen.

1. PLEDGE OF ALLEGIANCE

2. CONSENT CALENDAR

- 2.1 Motion: Approval of the Action Summary of March 9, 2020
- 2.2 Fare Policy and Transfer Agreements (B. Bernegger)
 - A. Resolution: Conditionally Recognizing All Forms of University of California, Davis Identification Cards, Including Graduate Student Identifications and UC Davis Employee Identifications; and
 - B. Resolution: Amending the Fare Structure (Resolution No. 09-10-0174) to Modify the Definition of "Fare Equivalent" and Recognizing SacRT Issued Event Fliers with a QR Code as Fare Equivalent; and
 - C. Resolution: Delegating Authority to the General Manager/CEO to Negotiated and Enter into an Amended and Restated Transfer Agreement with Yolo County Transportation District; and
 - D. Resolution: Eliminating the 44-Ride SacRT Go Paratransit Monthly Pass Established in Resolution No. 16-03-0025 and Replacing It with a Free Monthly Senior or Disabled Pass for All Eligible Customers that Purchase a 60 Ride SacRT Go Paratransit Monthly Pass
- 2.3 Resolution: Authorizing the General Manager/CEO to Release the Sacramento Regional Transit District Preliminary Fiscal Year 2021 Operating and Capital Budgets No Later than April 8, 2020, and Set a Notice of a Public Hearing for May 11, 2020 (J. Johnson/B. Bernegger)
- 2.4 Resolution: Repealing Resolution No. 19-12-0133 and Conditionally Awarding a Contract for Low-Floor Light Rail Vehicles with Siemens Mobility, Inc., and Delegate Authority to the General Manager/CEO to

Execute Contract Change Orders or Amendments to the Contract (D. Cook)

- 2.5 Resolution: Temporarily Suspending the Title III of the Sacramento Regional Transit District's Administrative Code Relating to Rules of Procedure (O. Sanchez-Ochoa)
- 2.6 Resolution: Advancing Sick Leave for Employees Afflicted with COVID-19 (S. Valenton)

ACTION: APPROVED - Director Howell moved; Director Jennings seconded approval of the consent calendar as written. Ayes: Directors Budge, Harris, Howell, Hume, Jennings, Kennedy, Miller, Nottoli, Schenirer, Serna and Chair Hansen. Noes: None. Abstain: None. Absent: None. Motion was carried by roll call vote.

3. INTRODUCTION OF SPECIAL GUESTS

4. UNFINISHED BUSINESS

5. PUBLIC HEARING

6. PUBLIC ADDRESSES BOARD ON MATTERS NOT ON THE AGENDA

7. NEW BUSINESS

- 7.1 Resolution: Declaring an Emergency and Suspending Competitive Bidding for Supply Acquisitions to Combat COVID-19, and Delegating Authority to the General Manager/CEO to Approve and Execute Procurement Contracts in Excess of \$150,000 to Address COVID-19 (B. Bernegger) – Requires a 4/5th Vote (80 Votes)

Director Nottoli supported placing a cap on the purchases.

Chair Hansen requested that the Board be notified if the General Manager exceeded the threshold as well as providing the substance of the contract.

Director Budge wanted to clarify if SacRT was declaring a state of emergency.

Olga Sanchez-Ochoa indicated that the Board would be declaring a state of emergency which requires the 4/5th vote.

Director Howell wanted to clarify what the money would be spent for. She was concerned that it was being spent on software licenses.

Brent Bernegger noted that some of these costs included software licensing as well as devices for administrative employees to work from home. SacRT staff previously did not need these licenses because staff was not working from home.

Chair Hansen asked if staff had contacted other agencies to acquire better pricing.

Jamie Adelman indicated that staff has been working with other agencies to utilize their cooperative agreements. Ms. Adelman noted that SacRT has spent approximately \$400,000 so far for items like chlorine tabs, flogging equipment, gloves, masks, cleaning supplies, etc. Ms. Adelman indicated that she did not see SacRT needing a single \$1 million dollar purchase threshold.

Director Howell wanted to know why employees were not using their own computers at home.

Brent Bernegger indicated that when staff uses their personal devices and then logs in to Citrix, there has been lag time and that causes staff to work slower. With a Surface Pro there is a better connection and the devices are more reliable. The plan is to migrate staff into this new equipment to ultimately take away their current work stations which are about three years old.

Chair Hansen indicated that there is a current practice when an employer requires their employees to work from home, that the employer provides the necessary equipment for them to do so. Also, there are cybersecurity issues using personal computers.

Mr. Li noted that staff was reluctant to purchase this equipment; however, because we are obligating staff to work from home, we believe we should provide them with the necessary equipment.

Director Hume asked if the million dollar threshold would be a single purchase. He would prefer a \$500,000 cap. Director Hume wanted to know what recourse SacRT had if price gauging occurred.

Olga Sanchez-Ochoa noted that Staff only intends to enter into 12 month contracts, and noted that Staff has been working to get good prices on the items they are buying.

Chair Hansen noted that there is recourse for price gauging. SacRT's infrastructure is old and staff has to make adjustments because the maintenance has been deferred.

ACTION: APPROVED - Director Hume moved to declare an emergency, and suspend competitive bidding for supply acquisitions to combat COVID-19, and delegate authority to the General Manager/CEO to approve and execute procurement contracts in excess of \$150,000 with a cap of \$500,000 to address COVID-19. Additionally, the motion included a direction to staff to provide the Board with notification when the General Manager executes those contracts over \$150,000 including the substance of the contract; Director Jennings seconded approval of the

item as written. Ayes: Directors Budge, Harris, Howell, Hume, Jennings, Kennedy, Miller, Nottoli, Schenirer, Serna and Chair Hansen. Noes: None. Abstain: None. Absent: None. Motion was carried by roll call vote.

7.2 Resolution: Approving the Sacramento Regional Transit District Contagious Virus Emergency Service Reduction and Shutdown Plan (L. Ham)

Mr. Li provided noted a significant decline in ridership over the last week.

Chair Hansen noted that public comments received for this meeting would be posted on line.

Director Budge was concerned that there would be no circumstances under which SacRT would shut down transportation services. She also noted Mr. Tardaguila's issue about how these service changes would be displayed on messaging boards.

Ms. Ham noted that the shutdown plan was outlined in the document, and that only an external authority could order a shutdown of SacRT. Ms. Ham asked Devra Selenis to confirm that the message boards are going to be directing customers to the website for more information. Devra Selenis confirmed that SacRT is currently displaying that there is a temporary reduction in service in place, and to check the website.

Director Nottoli wanted to know why are we temporarily suspending some bus routes (105, 134 142 20). Ms. Ham noted that staff is closely watching ridership on those routes. Those routes only had a couple of riders on each of them and the Route 20 is a school route. Dr. Nottoli asked about the Route 105, and Ms. Ham indicated that Route 105 was temporarily suspended because there was overlapping services available. Ms. Ham indicated that she would double check her response and get back to Director Nottoli.

Director Nottoli asked about the Airport service. Ms. Ham indicated that the Airport service is suspended at this time and that the Yolo Bus Route 42 which paralleled SacRT's Route is still running on a Saturday schedule.

Chair Hansen asked that a correction be made in the plan to add that the County Public Health Officer has the authority to amend or reduce/shut down SacRT.

ACTION: APPROVED - Director Budge moved; Director Hume seconded approval of the item as written. Ayes: Directors Budge, Harris, Howell, Hume, Jennings, Kennedy, Miller, Nottoli, Schenirer, Serna and Chair Hansen. Noes: None. Abstain: None. Absent: None. Motion was carried by roll call vote.

7.3 Resolution: Repealing Resolution No. 12-08-0136 and Adopting a Revised Debt Management Policy (B. Bernegger)

ACTION: APPROVED - Director Schenirer moved; Director Harris seconded approval of the item as written. Ayes: Directors Budge, Harris, Howell, Hume, Jennings, Kennedy, Miller, Nottoli, Schenirer, Serna and Chair Hansen. Noes: None. Abstain: None. Absent: None. Motion was carried by roll call vote.

8. GENERAL MANAGER'S REPORT

- 8.1 General Manager's Report
 - a. SacRT Meeting Calendar

Mr. Li updated the Board on SacRT's response to the COVID-19 outbreak. The services provided by SacRT are deemed essential. SacRT continues to sanitize and fog buses and light rail vehicles every day, continues to provide employees with hand sanitizers, gloves and disinfectant wipes, while reminding riders about social distancing. SacRT is updating riders via the website, social media, and handing out fliers to make sure our riders have the most current information. Staff worked with the Union, within 3 days, to make the service change to Sunday service.

Staff is evaluating the financial impact and expects that during this time we will have revenue losses of \$85 million dollars and will incur additional costs of \$15 million with a total loss of \$100 million, which is approximately half of SacRT's annual operating budget. The State may offer up \$1 billion emergency funds for transit and the federal government may offer up \$16 billion.

Mr. Li thanked the Board for their leadership and thanked the public for their understanding. Also, he thanked the dedicated staff for their diligence in working over the weekend to make the service changes possible.

9. REPORTS, IDEAS AND QUESTIONS FROM DIRECTORS, AND COMMUNICATIONS

10. CONTINUATION OF PUBLIC ADDRESSES BOARD ON MATTERS NOT ON THE AGENDA (If Necessary)

11. ANNOUNCEMENT OF CLOSED SESSION ITEMS

12. RECESS TO CLOSED SESSION

The Board recessed to Closed Session at 12:55 p.m.

Roll Call: Directors Budge, Harris, Howell, Hume, Jennings, Kennedy, Nottoli, Schenirer, Serna and Chair Hansen. Absent: Director Miller.

13. CLOSED SESSION

13.1. Conference with Real Estate Negotiator
Pursuant to Gov. Code Section 54956.8

- a) Property: 2220 Cemo Circle, Gold River, CA.
Description: APN 069-0101-032
Agency Negotiator: Brent Bernegger, VP, Finance/CFO
Negotiating Parties: USA Properties Fund
Under Negotiation: Price and Terms of Payment

14. RECONVENE IN OPEN SESSION

15. CLOSED SESSION REPORT

There was no Closed Session Report

16. ADJOURN

As there was no further business to be conducted, the meeting was adjourned at 1:05 p.m.

STEVE HANSEN, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Cindy Brooks, Assistant Secretary