



# CAPITOL CORRIDOR JOINT POWERS AUTHORITY

## MEETING OF THE BOARD OF DIRECTORS

Wednesday, June 19, 2019

11:00 a.m.

SF Bay Area Rapid Transit  
2040 Webster Street, Board Room,  
3rd Floor  
Oakland, California 94612  
(see attached map)

Simultaneous teleconference calls will take place at:

3500 Larchmont Drive, Fairfield, CA  
Santa Clara Valley Transportation Authority (VTA)  
3331 North First Street, San Jose, CA  
Market Hall Public Open Space  
1355 Market Street, SF, CA  
Placer County Transportation Planning Agency  
299 Nevada Street, Auburn, CA

### AGENDA

- I. Call to Order
- II. Roll Call and Pledge of Allegiance
- III. Report of the Chair
- IV. Consent Calendar *Action*
  - 1. Minutes of February 13, 2019 Meeting
  - 2. Acceptance of SRA Award for Santa Clara Siding project
  - 3. Caltrans Additional FY 2018-19 Operations Funding Request
  - 4. Establish Asset Inventory Tracking System and Capital Plan
  - 5. Budget Update: LED Station Lighting Upgrade Phase 2
  - 6. CCJPA Business Intelligence Phase 4
- V. Action and Discussion Items *Action*
  - 1. CCJPA Investment Policy *Action*
  - 2. Legislative Matters/Governor's May Revise State FY 19-20 Budget *Action*
  - 3. FY 19-20 Marketing and Communications Plan and Advertising Services Budget *Action*
  - 4. Procurement of Door Panels for Northern California Intercity Passenger Rail Cars *Action*
  - 5. New Transbay Rail Crossing – Contract 2: Program Management *Action*
  - 6. Overview of Draft FY 19-20 CCJPA Budget [Operations, Administration, Marketing] *Info*
  - 7. Update: Programmed Capital Projects and New Rail Vehicles *Info*
  - 8. Managing Director's Report *Info*
  - 9. Work Completed *Info*
    - a. Annual Business Plan Update (FY 2019-20 – FY 2020-21)
    - b. Security Fencing in Richmond and Roseville
    - c. June 17, 2019 Timetable Update
    - d. Marketing Activities (February – June 2019)
  - 10. Work in Progress *Info*
    - a. Renewable Diesel Pilot Program – Phase 2
    - b. Sacramento-Roseville 3<sup>rd</sup> Track Project – Phase 1
    - c. Oakland-San Jose Project – Phase 2A
    - d. CCJPA Bike Access Program
    - e. Upcoming Marketing Activities
- VI. Board Member Reports *Action*
  - a. Commendation for CCJPA Managing Director David B. Kutrosky
- VII. Public Comments
- VIII. Adjournment. Next Meeting Date: 10:00 a.m., September 18, 2019, at Sacramento City Hall, Council Chambers, 915 I Street, Sacramento, CA 95814

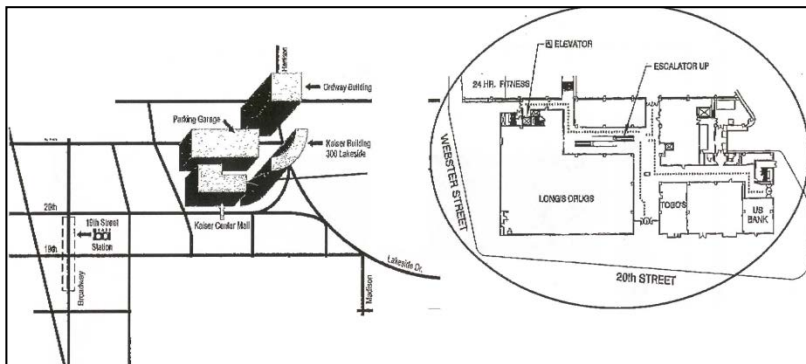
Notes: Members of the public may address the Board regarding any item on this agenda. Please complete a "Request to Address the Board" form (available at the entrance of the Boardroom and at a teleconference location, if applicable) and hand it to the Secretary or designated staff member before the item is considered by the Board. If you wish to discuss a matter that is not on the agenda during a regular meeting, you may do so under Public Comment. Speakers are limited to three (3) minutes for any item or matter. The CCJPA Board reserves the right to act on any agenda item.

Consent calendar items are considered routine and will be enacted, approved or adopted by one motion unless a request for discussion or explanation is received from a CCJPA Board Director or from a member of the audience. The CCJPA Board provides services/accommodations upon request to persons with disabilities who wish to address Board matters. A request must be made within one and five days in advance of a Board meeting, depending on the service requested. Call (510) 464-6085 for information.

# DIRECTIONS TO BART BOARD ROOM (OAKLAND)

## San Francisco Bay Area Rapid Transit District - Board Room

2040 Webster Street, Board Room, 3rd Floor  
Oakland, CA 94612



### DRIVING DIRECTIONS

#### From the South Bay (San Jose/Fremont/Hayward)

Take I-880 North  
Exit on Oak Street; turn right onto Oak Street  
Follow Oak Street as it turns into Lakeside Drive  
Follow Lakeside Drive to 20<sup>th</sup> Street; stay toward the left  
Bear right into Kaiser Center Parking Garage

#### From the East Bay (Vallejo/Richmond/Berkeley)

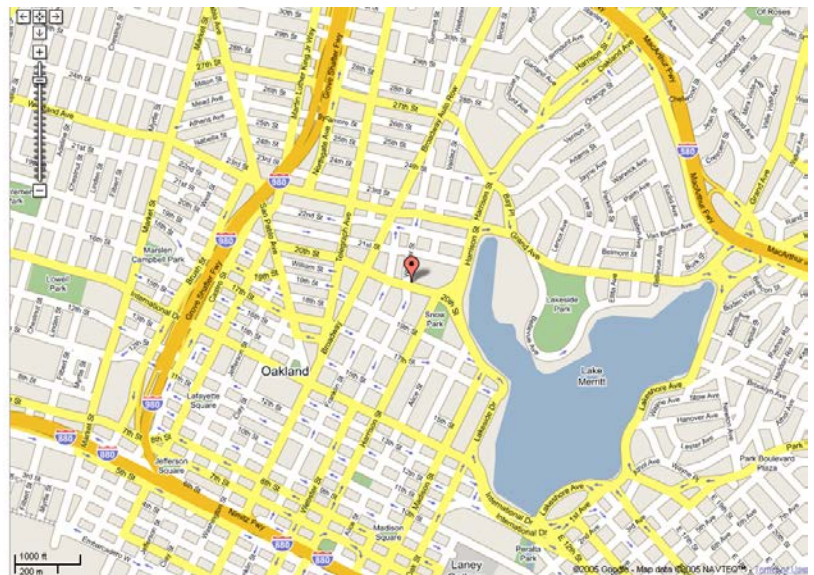
Take I-80 West toward San Francisco  
Merge onto I-580 East toward Hayward  
Exit on Harrison Street, stay to the right  
Follow Harrison Street (which becomes Lakeside Drive) to 20<sup>th</sup> Street  
Turn right into Kaiser Center Parking Garage

### CAPITOL CORRIDOR DIRECTIONS via BART 19<sup>th</sup> Street Station

1. From the North, get off Capitol Corridor at the Richmond Station, transfer to BART. Take BART to the 19<sup>th</sup> Street BART station.
2. From the South, get off Capitol Corridor at the Oakland Coliseum Station, transfer to BART. Take BART to the 19<sup>th</sup> Street BART station.

#### AT BART:

Take the 20<sup>th</sup> Street exit  
Walk 3 blocks east on 20<sup>th</sup> Street, toward Lake Merritt



#### From Kaiser Center Parking structure

Mall Entrance on levels A, B, and E  
Accessible entrance for Persons with Disabilities is available from Level A  
Directions to the BART Board Room

The BART Board Room is located on the 3rd Floor (Roof Garden level) of the Kaiser Center 2011 I Street Mall. Follow signs In the Mall to the Board Room. From the ground floor, take the escalator or elevator to the 3rd Floor (Roof Garden level). Elevators are also located in the parking garage.

CAPITOL CORRIDOR JOINT POWERS AUTHORITY  
Regular Board Meeting

Capitol Corridor Joint Powers Authority Board of Directors  
Minutes of the 112th Meeting  
February 13, 2019

The 112th meeting of the Board of Directors of the Capitol Corridor Joint Powers Authority (CCJPA) was held at 10:00 a.m., Wednesday, February 13, 2019, via simultaneous teleconference at City Council Chambers, Suisun City Hall, 701 Civic Center Blvd., Suisun City, California; Santa Clara Valley Transportation Authority, 3331 North First Street, San Jose, California; San Francisco Bicycle Coalition, 1720 Market Street, San Francisco, California; and Yolo County Board of Supervisors District 2 Office, 600 A Street, Suite B, Davis, California. Chair Rebecca Saltzman presided; Patricia K. Williams, Recording Secretary.

I. Call to Order. Chair Saltzman called the meeting to order at 10:02 a.m.

II. Roll Call and Pledge of Allegiance.

Directors present in Suisun City: Chair Rebecca Saltzman, San Francisco Bay Area Rapid Transit District (BART); Don Saylor, Yolo County Transportation District (YCTD); Mark Foley, BART; Lucas Frerichs, YCTD; Steve Miller, Sacramento Regional Transit District (SRTD); Harry Price, Solano Transportation Authority (STA); Robert Raburn, BART; Jim Spering, STA; and Patrick Kennedy, SRTD (Alternate in the absence of Director Howell).

Absent: Directors Jim Holmes, Placer County Transportation Planning Agency (PCTPA); and Kerri Howell (alternate attended in stead).

Vacant: One seat on the Board representing Placer County.

Directors Debora Allen, BART; Bevan Dufty, BART; Janice Li, BART; Teresa O'Neill, Santa Clara County Transportation Authority (SCVTA); and Raul Peralez, SCVTA, entered the meeting later.

III. Report of the Chair. Chair Saltzman welcomed new Board members Janice Li, Mark Foley, and Patrick Kennedy; noted upcoming discussions on the Annual Business Plan, Updated Train Station Policy, and Support for Placer-Sacramento County Congestion Mobility Plan; and reported the Fiscal Year 2017-18 Independent Audit had been completed.

Director Li entered the meeting in San Francisco.

IV. Consent Calendar. Director Raburn moved adoption of Item IV.1, Minutes of the November 14, 2018 Meeting; Item IV.2, Revised CCJPA Board 2019 Meeting Schedule; Item IV.3, Resolution No. 19-01, In the Matter of Authorizing Funding for the LED Lighting Upgrade Phase II; and Item IV.4, Resolution No. 19-02, In the Matter of Authorizing Funding for the Security Fence Installation in Roseville and Richmond. Director Foley seconded the motions.

Director Allen entered the meeting in Suisun City.

The motions carried by unanimous roll call vote. Ayes: 11 – Directors Saltzman, Saylor, Allen, Foley, Frerichs, Li, Miller, Price, Raburn, Spering, and Kennedy. Noes: 0. Absent: 4 – Directors Dufty, Holmes, O'Neill, and Peralez. Vacant: 1.

Director O'Neill entered the meeting in San Jose.

V. Action and Discussion Items.

1. Annual Business Plan (FY 2019/20 – FY 2020/21). Mr. David Kutrosky, Managing Director, gave a presentation on the Annual Business Plan, highlighting forecasts for ridership, revenue, operating costs, and planned improvements.

Mike Barnbaum addressed the Board.

Director Dufty entered the meeting in San Francisco.

The Business Plan was discussed.

Director Peralez entered the meeting in San Jose.

Director Spering moved adoption of Resolution No. 19-03, In the Matter of Approving the State Fiscal Year 2019-20 FY 2020-21 Business Plan Update for the Capitol Corridor Service for the Capitol Corridor Joint Powers Authority. Director Raburn seconded the motion, which carried by unanimous roll call vote by the required two-thirds vote. Ayes: 14 – Directors Saltzman, Saylor, Allen, Dufty, Foley, Frerichs, Li, Miller, O’Neill, Peralez, Price, Raburn, Spering, and Kennedy. Noes: 0. Absent: 1 – Director Holmes. Vacant: 1.

2. Legislative Matters/Governor’s Draft FY 19/20 Budget. Mr. Kutrosky gave a brief overview of the legislative matters affecting Capitol Corridor service. The item was discussed.
3. CCJPA Train Station Policy. Mr. Rob Padgette, Deputy Managing Director, presented the proposed revisions to the CCJPA Train Station Policy, covering background and history, policy requirements, the addition of a “candidate station” step, the establishment of probationary status for existing stations, an update to required station amenities, changes to forecasting approaches, and updating ridership thresholds.

Mike Roberts addressed the Board.

The item was discussed.

Director Dufty exited the meeting.

Director Spering moved adoption of Resolution No. 19–04, In the Matter of Approving the Updated CCJPA Train Station Policy. Director Raburn seconded the motion, which carried by unanimous roll call vote. Ayes: 13 – Directors Saltzman, Saylor, Allen, Foley, Frerichs, Li, Miller, O’Neill, Peralez, Price, Raburn, Spering, and Kennedy. Noes: 0. Absent: 2 – Directors Dufty and Holmes. Vacant: 1.

4. Support for Placer County Transportation Planning Agency’s (PCTPA) Application for Placer-Sacramento Corridor Mobility Plan. Mr. Kutrosky gave a brief overview of the history related to obtaining funding for Sacramento to Roseville Third Main Track and the importance of the project to the Placer-Sacramento Corridor Mobility Plan. Director Frerichs noted that this was a priority for the Sacramento region, and moved adoption of Resolution No. 19-05, In the Matter of Approving \$250,000 of CCJPA’s Capitol Corridor Reinvestment Program (CCRP) Funding to Support PCTPA’s Placer-Sacramento Corridor Mobility Plan. Directors Miller and Kennedy seconded the motion, which carried by unanimous roll call vote. Ayes: 13 – Directors Saltzman, Saylor, Allen, Foley, Frerichs, Li, Miller, O’Neill, Peralez, Price, Raburn, Spering, and Kennedy. Noes: 0. Absent: 2 – Directors Dufty and Holmes. Vacant: 1.
5. Renewable Diesel Pilot Program – Phase 2. Mr. Kutrosky presented the results of the Phase 1 pilot program and the goals of Phase 2. There was brief discussion. Director Raburn moved adoption of Resolution No. 19-06, In the Matter of Approving up to \$150,000 of CCJPA’s CCRP Funding to Support a Second Phase of Renewable Diesel Use Testing. Director Price seconded the motion, which carried by unanimous roll call vote. Ayes: 13 – Directors Saltzman, Saylor, Allen, Foley, Frerichs, Li, Miller, O’Neill, Peralez, Price, Raburn, Spering, and Kennedy. Noes: 0. Absent: 2 – Directors Dufty and Holmes. Vacant: 1.
6. Updated Budget: Second Transbay Rail Crossing – Contract II. Mr. Kutrosky provided background on the progress of a study to evaluate a Second Transbay Rail Crossing. The item was briefly discussed.

Mike Barnbaum addressed the Board.

Director Spring moved adoption of Resolution No. 19-07, In the Matter of Authorizing \$400,000 of CCJPA's Transit and Intercity Rail Capital Program (TIRCP) Funding for the Second Transbay Rail Crossing. Director Raburn seconded the motion, which carried by unanimous roll call vote. Ayes: 13 – Directors Saltzman, Saylor, Allen, Foley, Frerichs, Li, Miller, O'Neill, Peralez, Price, Raburn, Spring, and Kennedy. Noes: 0. Absent: 2 – Directors Dufty and Holmes. Vacant: 1.

7. Quarterly Status Report: Programmed Capital Projects and New Vehicles. Mr. Padgette provided updates on the Oakland to San Jose Service Improvements project; the California Integrated Travel Program; the Sacramento to Roseville Third Main Track Phase I project; the Passenger Information Display System upgrade; and the Signal Replacement/Upgrade project.
8. Managing Director's Report. Mr. Kutrosky reviewed performance measures, including ridership, revenue and operating ratio, customer satisfaction ratings, and on-time performance. He noted that the wayside power cabinet had been installed in Auburn; and provided a video of the On-Board Information System display.

Mr. Jim Allison, Manager of Planning, covered the transition of Wi-Fi service oversight from Amtrak to the CCJPA.

Mr. Kutrosky presented information regarding the right-of-way clean-up efforts and trends in fatalities and debris strikes.

Ms. Priscilla Kalugdan, Manager of Marketing, updated the Board on "Everyday Discounts," noting the program replaced Amtrak's discontinued discount program and includes discounts for seniors, students, disabled passengers, veterans, and children.

Mr. Kutrosky gave a quick overview of customer comments and complaints. The Managing Director's Report was discussed.

Executive Director Grace Crunican advised the Board that Mr. Kutrosky had announced his retirement and that the recruitment process for his replacement had begun.

9. Work Completed and 10. Work in Progress. Chair Saltzman invited questions or comments from the Board on Items 9 and 10. No comments were received.

VI. Board Director Reports. Chair Saltzman invited Board member reports. Director Spring thanked former Chair Frerichs for his leadership. Director Price reported on the progress of naming the Fairfield/Vacaville station in honor of long-time transportation advocate and former State Assemblymember Thomas M. Hannigan.

VII. Public Comments. Chair Saltzman invited comment from the public. No comments were received.

VIII. Adjournment. The meeting adjourned at 11:32 a.m. Next Meeting Date: 9:00 a.m., April 17, 2019, at City Council Chambers, Martinez, California.

# CAPITOL CORRIDOR JOINT POWERS AUTHORITY

## MEMORANDUM

**TO:** Capitol Corridor Joint Powers Authority (CCJPA) Board      **DATE:** June 12, 2019  
**FROM:** David B. Kutrosky, Managing Director  
**SUBJECT:** ACCEPT AWARD OF \$1.4M STATE RAIL ASSISTANCE FUNDING FOR THE SANTA CLARA SIDING PROJECT

### **PURPOSE**

For the CCJPA Board to accept a grant award of \$1,441,969 in State Rail Assistance funding for pre-construction activities to support construction of a new siding near Santa Clara Great America station.

### **BACKGROUND**

In March 2019 the CCJPA was awarded \$1,441,969 in State Rail Assistance (SRA) funding for pre-construction activities to support construction of a new siding near Santa Clara Great America station (the Project). The objective of the new siding is to improve schedule reliability and reduce train delays caused by conflicting movements in this area.

The CCJPA has determined that the new passing siding will provide the required relief for this congested area and will have a significant benefit to the overall system performance for all train operators on this single-track section of the Union Pacific's Coast Subdivision. An additional benefit of the new siding is that it can provide a storage location for trainsets and enhance special train service for sports or entertainment events at various stadiums on the Capitol Corridor between Oakland and San Jose: Oakland Coliseum/Oracle Arena, Levi's Stadium, AVAYA, and SAP Center.

Additional funding opportunities are being investigated to identify the funding needed to construct this Project, once the pre-construction activities are complete.

### **RECOMMENDATION**

The SCG recommends that the CCJPA Board accept the award of \$1,441,969 in SRA funds for pre-construction activities to support construction of a new siding near Santa Clara Great America station. Furthermore, the SCG recommends that the CCJPA Board approve a budget of not-to-exceed \$1,441,969 to perform the pre-construction activities for the Project and authorize the CCJPA Executive Director or her designee to execute all necessary and appropriate actions to complete these Project activities.

Motion: The CCJPA Board adopts the attached resolution.

BEFORE THE  
CAPITOL CORRIDOR JOINT POWERS AUTHORITY  
BOARD OF DIRECTORS

In the Matter of  
Accepting the Award of State Rail Assistance Funds  
and Authorizing a Budget for the  
Santa Clara Siding Project/

Resolution No. 19-8

**WHEREAS**, the CCJPA was awarded \$1,441,969 in State Rail Assistance (SRA) funding for pre-construction activities to support construction of a new siding near Santa Clara Great America station; and,

**WHEREAS**, the CCJPA has determined that the new passing siding will have a significant benefit to the overall system performance for all train operators on this single-track section of the Union Pacific's Coast Subdivision; and,

**WHEREAS**, the CCJPA has determined that the new passing siding will provide the required relief for this congested area; and,

**WHEREAS**, the CCJPA has determined that the new passing siding can provide a storage location for trainsets and enhance special train service for sports or entertainment events; and therefore, be it

**RESOLVED**, that the CCJPA Board does hereby accept the \$1,441,969 in SRA funding for pre-construction activities to support construction of a new siding near Santa Clara Great America station (the Project);

**AND BE IT FURTHER RESOLVED**, that CCJPA Board approves a budget of not-to-exceed \$1,441,969 to perform the pre-construction activities for the Project and authorizes the CCJPA Executive Director or her designee to execute all necessary and appropriate actions to complete these Project pre-construction activities.

# # #

<b>ACTION:</b>	<b>DATE:</b>	<b>ATTEST:</b>
<b>Ayes:</b>		_____ <b>Patricia K. Williams</b> <b>Secretary</b>
<b>Noes:</b>		
<b>Abstain:</b>		

# CAPITOL CORRIDOR JOINT POWERS AUTHORITY

## MEMORANDUM

**TO:** Capitol Corridor Joint Powers Authority Board

**DATE:** June 12, 2019

**FROM:** David B. Kutrosky, Managing Director

**SUBJECT:** CALTRANS ADDITIONAL FY2018-19 OPERATIONS FUNDING REQUEST

### **PURPOSE**

For the CCJPA Board to approve initial budgets for three projects to be funded by additional FY2018-19 operations funding made available by Caltrans: Davis Signal Improvements, Santa Clara Coast Subdivision Siding Project, and Stege Signal Improvements.

### **BACKGROUND**

Caltrans, Division of Rail and Mass Transportation, has notified all three intercity passenger rail joint powers authorities (CCJPA, SJJPA, and LOSSAN) that an additional \$15 million of FY2018-19 operations funding is available to support operations and capital projects that can be completed by May 2021. Caltrans intends to set aside \$5 million for each joint powers authority, and CCJPA has submitted three projects for funding consideration totaling \$5 million. All three projects focus on improving railroad track infrastructure in the Union Pacific Railroad subdivisions that Capitol Corridor trains operate in, and these improvements will increase on-time performance and passenger satisfaction by improving operations reliability. The three proposed projects and their respective funding requests are described below, and the projects are listed in order of funding priority.

1. Davis Signal Improvements: \$950,000  
CCJPA, in partnership with UPRR, is proposing a set of signal improvements in the vicinity of Davis station to improve reliability and lifespan of the railroad infrastructure, which will result in reduced delay minutes due to signal outages, better on-time performance, improved customer satisfaction and ridership increases for Capitol Corridor trains that operate over the UPRR tracks in this project area. All project costs will be shared by UPRR.
2. Santa Clara Coast Subdivision Siding Project: \$3,000,000  
The project proposes to construct a new 2000-ft railroad siding near the Santa Clara-Great America station on the UPRR Coast Subdivision to hold passenger trains off of the single-track mainline to allow other trains to pass. Pre-construction activities for this Project have been secured through an allocation of SRA funds (see Agenda Item IV.2). The controlled passing siding would reduce train-to-train conflicts in the vicinity that result in significant delays to IPR services for both CCJPA and ACE both locally and throughout their respective systems. The project will include the design and construction of 2,500 feet of new track, two new #15 power turnouts, including signals and other necessary site work such as ballast, grading, excavation and drainage. Design will be done by UPRR in partnership with CCJPA, and all construction work will be done by UPRR with oversight by CCJPA. Preliminary project design and operational review has been performed by UPRR.
3. Stege Signal Improvements: \$1,050,000  
CCJPA, in partnership with UPRR, is proposing a set of signal improvements in the vicinity of Richmond station to improve reliability and lifespan of the railroad infrastructure, which will result in reduced delay minutes due to signal outages, fewer slower orders, better on-time performance, improved customer satisfaction and ridership increases for Capitol Corridor trains that operate over the UPRR tracks in this project area. All project costs will be shared by UPRR.

### **RECOMMENDATION**

The SCG recommends that the CCJPA Board approve the additional Caltrans FY2018-19 operations funding budgets for Davis Signal Improvements, Santa Clara Coast Subdivision Siding Project, and Stege Signal Improvements, and authorize the CCJPA Executive Director or her designee to execute all necessary and appropriate actions for the implementation of these projects.

Motion: The CCJPA Board adopts the attached resolution.



BEFORE THE  
CAPITOL CORRIDOR JOINT POWERS AUTHORITY  
BOARD OF DIRECTORS

In the Matter of  
Authorizing Budgets for the  
Additional Caltrans Operations Funding Request Projects

Resolution No. 19-9

**WHEREAS**, Caltrans, Division of Rail and Mass Transportation (DRMT), has made available additional FY2018-19 operations funding to support operations and capital projects of the intercity passenger rail joint powers authorities that can be completed by May 2021; and

**WHEREAS**, the CCJPA has submitted the following three projects for funding considerations to Caltrans DRMT with the additional operations funding, for a total request of \$5 million: Davis Signal Improvements, Santa Clara Coast Subdivision Siding Project, and Stege Signal Improvements; and

**WHEREAS**, all three projects focus on improving railroad track infrastructure and right-of-way security in the Union Pacific Railroad subdivision that Capitol Corridor trains operate in; and

**WHEREAS**, these improvements will reduce delay minutes and increase on-time performance and passenger satisfaction by improving operations reliability; and

**RESOLVED**, that the CCJPA Board does hereby approve the following budgets for the projects and authorize the CCJPA Executive Director or her designee to execute all necessary and appropriate actions for the implementation of these projects.

- Davis Signal Improvements: \$950,000
- Santa Clara Coast Subdivision Siding Project: \$3,000,000
- Stege Signal Improvements: \$1,050,000

**AND BE IT FURTHER RESOLVED**, that the CCJPA forthwith transmit a copy of this resolution to Caltrans DRMT.

# # #

ACTION:	DATE:	ATTEST:
Ayes:		<hr style="width: 100%;"/> <b>Patricia K. Williams</b> Secretary
Noes:		
Abstain:		

# CAPITOL CORRIDOR JOINT POWERS AUTHORITY

## MEMORANDUM

**TO:** Capitol Corridor Joint Powers Authority Board **DATE:** June 12, 2019

**FROM:** David B. Kutrosky  
Managing Director

**SUBJECT:** ESTABLISH ASSET INVENTORY TRACKING SYSTEM AND CAPITAL PLAN

### PURPOSE

For the CCJPA Board to establish a budget to establish an asset inventory tracking system and capital project plan.

### BACKGROUND

While the CCJPA does not own any of the facilities used to operate the service, through sponsorship of capital improvements the CCJPA does own various installed equipment and other assets at stations and other locations. This project will establish a Capital Asset Inventory Tracking System in order to identify and track these capital assets. Furthermore, this project will identify capital needs to upgrade and replace these assets, including other assets needed to support the Capitol Corridor operation. Funding to meet the expected Project costs is available as follows:

Project Element	Budget
Capital asset inventory tracking system and capital needs assessment plan	\$150,000
CCJPA oversight	\$ 50,000
Total	\$200,000

Staff has identified \$200,000 in FY 19 Capitol Corridor Reinvestment Program (CCRP) to finance this program.

### RECOMMENDATION

The SCG recommends that the CCJPA Board approve a budget of not-to-exceed \$200,000 to implement the Project, and authorize the CCJPA Executive Director or her designee to execute all necessary and appropriate actions for the implementation of the Project.

Motion: The CCJPA Board adopts the attached resolution.

BEFORE THE  
CAPITOL CORRIDOR JOINT POWERS AUTHORITY  
BOARD OF DIRECTORS

In the Matter of  
Authorizing a Budget to establish Asset Inventory Tracking System and  
Medium Range Capital Plan /

Resolution No. 19-10

**WHEREAS**, the Capitol Corridor Joint Powers Authority owns various installed equipment at stations and facilities used to support the Capitol Corridor service; and

**WHEREAS**, a capital asset inventory management system is needed to track the location and condition of these assets; and

**WHEREAS**, in order to efficiently use capital funds, a capital improvement plan is needed; and

**WHEREAS**, the CCJPA has secured a total funding from FY 19 CCRP in the amount of \$200,000 for the Project; and

**RESOLVED**, that the CCJPA Board does hereby approve the Project budget for an amount not to exceed \$200,000;

**AND BE IT FURTHER RESOLVED**, that the CCJPA Board hereby authorizes the CCJPA Executive Director or her designee to execute all necessary and appropriate actions for the implementation of the Project.

# # #

ACTION:	DATE:	ATTEST:
Ayes:		<hr style="width: 100%;"/> <b>Patricia K. Williams</b> Secretary
Noes:		
Abstain:		

# CAPITOL CORRIDOR JOINT POWERS AUTHORITY

## MEMORANDUM

**TO:** Capitol Corridor Joint Powers Authority Board **DATE:** June 12, 2019

**FROM:** David B. Kutrosky  
Managing Director

**SUBJECT:** BUDGET UPDATE: LED STATION LIGHTING UPGRADE PHASE II

### PURPOSE

For the CCJPA Board to approve a revised budget for the upgrade of station lighting to use LED lights at Richmond and Martinez stations.

### BACKGROUND

The CCJPA Board, through Resolution 19-01 (February 13, 2019) authorized the use of Minor Capital funds to working with Amtrak to develop improvements to station lighting at the Richmond and Martinez stations to include LED lighting (the “Project”). This Resolution authorized a budget of \$250,000 for the Project.

Amtrak has been working to initiate the Project since entering into contract with the CCJPA for this work. However, due to unexpected complexity of the necessary work, project costs are now expected to exceed this budget. Fortunately, staff has identified additional funds that can be used to complete this project. Funding to meet the expected Project costs is available as follows:

Project Element	Prior Budget	Revised Budget
Richmond station LED lighting	\$100,000	\$150,000
Martinez station LED lighting	\$150,000	\$305,000
Total	\$250,000	\$455,000

Staff has identified \$455,000 in FY 17-18 Minor Capital Improvement Funds (included in the adopted FY 17-18 budget) to finance these improvements.

### RECOMMENDATION

The SCG recommends that the CCJPA Board approve a revised budget of not-to-exceed \$455,000 to implement the Project, and authorize the CCJPA Executive Director or her designee to execute all necessary and appropriate actions for the implementation of the Project.

Motion: The CCJPA Board adopts the attached resolution.

BEFORE THE  
CAPITOL CORRIDOR JOINT POWERS AUTHORITY  
BOARD OF DIRECTORS

In the Matter of  
Authorizing a Revised Budget for the  
LED Station Lighting Upgrade Phase II Project /

Resolution No. 19-11

**WHEREAS**, in the interest of energy efficiency and passenger safety and convenience, the Capitol Corridor wishes to upgrade platform lighting to use LED lighting at Richmond and Martinez stations; and

**WHEREAS**, energy usage and resulting greenhouse gas emissions will be reduced by utilizing new higher efficiency LED lighting fixtures;

**WHEREAS**, safety, security and lighting consistency will be improved by utilizing long-life LED fixtures; and

**WHEREAS**, the CCJPA has adopted the LED Station Lighting Upgrade Phase II Project (the “Project”) pursuant to Resolution 19-01 with an approved budget of \$250,000 for necessary track and signal improvements; and

**WHEREAS**, Amtrak has agreed to construct these improvements on behalf of the CCJPA; and

**WHEREAS**, through the implementation of the Project, unexpected complexity of the necessary work has raised the possibility of increased costs for the Project; and

**WHEREAS**, the CCJPA has secured a total funding amount of \$455,000 for the Project; and

**RESOLVED**, that the CCJPA Board does hereby approve the revised Project budget for an amount not to exceed \$455,000;

**AND BE IT FURTHER RESOLVED**, that the CCJPA Board hereby authorizes the CCJPA Executive Director or her designee to execute all necessary and appropriate actions for the implementation of the Project;

**AND BE IT FURTHER RESOLVED**, that the CCJPA forthwith transmit a copy of this resolution to San Joaquin Joint Powers Authority and Caltrans DRMT.

# # #

ACTION:	DATE:	ATTEST:
Ayes:		<hr style="width: 100%;"/> <b>Patricia K. Williams</b> Secretary
Noes:		
Abstain:		

# CAPITOL CORRIDOR JOINT POWERS AUTHORITY

## MEMORANDUM

**TO:** Capitol Corridor Joint Powers Board **DATE:** June 12, 2019

**FROM:** David B. Kutrosky  
Managing Director, CCJPA

**SUBJECT:** BUDGET UPDATE: CCJPA DATA ANALYTICS/BUSINESS INTELLIGENCE – PHASE 4

### PURPOSE

For the CCJPA Board to approve a budget not to exceed \$125,000 for the next (fourth) phase of enhancements to the CCJPA business intelligence tools, using operations data collected on the Capitol Corridor service.

### BACKGROUND

Since 2015, CCJPA has been collecting and utilizing data provided by Amtrak in formatted daily and monthly reports. This data has been used by the CCJPA to determine key performance aspects of the Capitol Corridor service and to identify improvements that can be implemented to enhance the service. In late 2014, Amtrak began sending to CCJPA staff, filtered data related to Capitol Corridor service only. The data is sent electronically and is in a raw, unformatted form. With this delivery of data, staff requested and received authorization from the CCJPA Board in February 2015 (Resolution 15-03 for \$150,000), June 2015 (Resolution 15-12 for \$150,000) and February 2018 (Resolution 18-01 for \$250,000) to enter into required agreements to advance this project with a budget not-to-exceed \$550,000 (total for all three resolutions).

With these authorizations, staff worked with BART, as the CCJPA Managing Agency, through its Office of the Chief Information Officer (OCIO), to support CCJPA staff with receiving this flow of data from Amtrak and then through a consultant team to develop and implement the first three phases of the Business Intelligence (BI) Project. The consultants have set up the database framework, organized multiple sources of Amtrak operations data and created custom reports to assist with the analysis of Capitol Corridor's ridership, delays, on time performance and mechanical maintenance performance. These data reports from BI Phases 1-3 have helped the CCJPA better manage the performance of the Capitol Corridor service (i.e. identify trends, develop actions).

Phase 4 of the BI Project involves further development and customization of the data analytics dashboard and platform to include rolling stock availability, operating cost analysis and other key operational factors. The consultants will continue working with Amtrak to refine and expand the data contents that CCJPA receives from Amtrak. CCJPA staff will receive instructions and training on how to use the enhancements to the BI system.

The estimated cost to develop the Phase 4 business intelligence tools and supporting database(s) is not expected to exceed \$125,000, which will be financed with \$125,000 in FY 19 Capitol Corridor Reinvestment Program (CCRP).

### RECOMMENDATION

The SCG recommends that the CCJPA Board authorize the CCJPA Executive Director or her designee to enter into agreements to further develop business intelligence tools (Phase 4) for CCJPA operations data analysis for an amount not-to-exceed \$125,000

Motion: The CCJPA Board adopts the attached resolution.

BEFORE THE  
CAPITOL CORRIDOR JOINT POWERS AUTHORITY  
BOARD OF DIRECTORS

In the Matter of  
Authorizing a Budget for the  
CCJPA Data Analytics/Business Intelligence – Phase 4/

Resolution No. 19-12

**WHEREAS**, the development of database analysis tools for CCJPA begun in April 2015 in Phase 1, June 2015 in Phase 2 and February 2018 in Phase 3 and have advanced significantly such that the CCJPA is prepared to progress with the CCJPA Data Analytics/Business Intelligence (“BI”) Project (“Project”); and

**WHEREAS**, Amtrak is currently providing CCJPA with data feeds that have been filtered to provide data files related to the operation of the Capitol Corridor service; and

**WHEREAS**, the Project is already developing data analysis tools to allow CCJPA to analyze data in an automated efficient and flexible manner for trends and business analysis needs; and

**WHEREAS**, the estimated cost to continue into Phase 4 developing business intelligence tools and supporting database(s) is \$125,000; and

**WHEREAS**, the staff has identified \$125,000 in FY 19 Capitol Corridor Reinvestment Program (CCRP) funds to finance Phase 4 of the Project;

**RESOLVED**, that the CCJPA Board does hereby approve the BI Project Phase 4 budget for an amount not to exceed \$125,000;

**AND BE IT FURTHER RESOLVED**, that the CCJPA Board hereby authorizes the CCJPA Executive Director or her designee to enter all necessary agreements required to complete the Project.

# # #

<b>ACTION:</b>	<b>DATE:</b>	<b>ATTEST:</b>
Ayes:		<hr style="width: 80%; margin: 0 auto;"/> <b>Patricia K. Williams</b> Secretary
Noes:		
Abstain:		

# CAPITOL CORRIDOR JOINT POWERS AUTHORITY

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## MEMORANDUM

**TO:** Capitol Corridor Joint Powers Authority Board

**DATE:** June 12, 2019

**FROM:** David B. Kutrosky  
Managing Director, CCJPA

**SUBJECT:** CCJPA Investment Policy

### **PURPOSE**

For the CCJPA Board to establish a CCJPA Investment Policy

### **BACKGROUND**

Under the terms of the CCJPA Interagency Transfer Agreement with Caltrans, CCJPA is permitted to retain funds that are a result of operating cost savings (CCRP) and revenue above budget (RAB). These cost savings and additional revenue may be used to reinvestment in CCJPA service and to serve as an operation reserve fund. CCJPA has been fortunate in recent years to reduce operating costs and generate revenue above anticipated amounts. To date, the CCJPA Board has not adopted a formal investment policy that would allow CCJPA to further build upon these financial resources through investments of these funds.

The CCJPA's Managing Agency, BART, has developed a policy for the investment of similar funds, which was adopted by the BART Board in 2017 (titled "Investment Policy"). Staff has developed a DRAFT CCJPA Investment Policy (sent under separate cover) for the investment of such reserve funds that follows the same structure as that adopted by the BART Board. The BART Controller-Treasurer serves as the CCJPA's Controller-Treasurer and is provided the authority to guide the CCJPA Investment Policy in a manner as outlined in the proposed policy.

### **RECOMMENDATION**

The SCG recommends that the CCJPA Board adopt the proposed CCJPA Investment Policy.

Motion: The CCJPA Board adopts the attached resolution.



BEFORE THE  
CAPITOL CORRIDOR JOINT POWERS AUTHORITY  
BOARD OF DIRECTORS

In the Matter of  
Adopting a CCJPA Investment Policy

Resolution No. 19-13

**WHEREAS**, the CCJPA, through reduced operating costs and increased revenue, has been able to build funds available for reserves and reinvestment in capital and operating; and,

**WHEREAS**, the CCJPA would be able to further add to available funding with revenue generated through additional investments that would be permitted under the proposed CCJPA Investment Policy; and,

**RESOLVED**, that the CCJPA Board does hereby adopt the proposed CCJPA Investment Policy;

**AND BE IT FURTHER RESOLVED**, that the CCJPA Board hereby authorizes the CCJPA Executive Director or her designee to enter all necessary agreements required to implement the Policy.

# # #

<b>ACTION:</b>	<b>DATE:</b>	<b>ATTEST:</b>
<b>Ayes:</b>		<hr style="width: 80%; margin: 0 auto;"/> <b>Patricia K. Williams</b> <b>Interim Secretary</b>
<b>Noes:</b>		
<b>Abstain:</b>		

# CAPITOL CORRIDOR JOINT POWERS AUTHORITY

## MEMORANDUM

**TO:** Capitol Corridor Joint Powers Authority Board **DATE:** June 12, 2019

**FROM:** David B. Kutrosky  
Managing Director, CCJPA

**SUBJECT:** LEGISLATIVE MATTERS/GOVERNOR'S MAY REVISE STATE FY 19-20 BUDGET

### PURPOSE

To provide the CCJPA Board with an overview of the proposed legislative matters affecting Capitol Corridor service.

### BACKGROUND

#### *State Legislative Matters*

#### May Revise of FY 19-20 Draft State Budget

On May 9, 2019, Governor Gavin Newsom released the May Revise to the FY 19-20 Draft State Budget released in January. Relating to transit, the May Revise does increase the January Cap and Trade expenditure proposal to provide an additional \$50 million to low-carbon transportation, specifically for clean trucks and buses, bringing the total to \$182 million for fiscal year 2019-20. These funds will help advance the implementation of the Innovative Clean Transit Regulation.

Relating to funds available to the CCJPA, the Transit and Intercity Rail Capital Program will receive SB 1 funds and Cap and Trade revenues totaling \$486 million in 2019-20. This funding will be used to fund the existing multi-year program of projects announced in 2018. The FY 2019-20 state operating support for the three state-supported services (Capitol Corridor, Pacific Surfliner, and San Joaquins) is projected to be the same as last year at \$131 million.

#### AB 752 - Lactation rooms at train stations (Garcia)

**CCJPA POSITION: SUPPORT**

This bill would require multimodal train stations that commence operations or a renovation on or after January 1, 2021, to include a lactation room. As Capitol Corridor train stations are owned by local communities or agencies, CCJPA staff will work with these station owners on how this bill will affect any renovation plans and provide a share of CCJPA funds to support the installation of any lactation rooms. The CCJPA sent a letter of support to the author on June 11.

*Status: As of May 31 passed the Assembly; on to Senate Transportation Committee*

#### SB 742 – Intercity passenger train service connecting bus (Allen)

**CCJPA POSITION: SUPPORT**

This bill would allow Caltrans to provide funding to Amtrak, a joint powers authority, or any other public or private transit operator for the purpose of entering into a contract to carry passengers by over regular routes without a train ticket. SB 742 would increase state rail revenue at no additional cost, reduce the amount of greenhouse gas emissions by eliminating automobile trips and reduce congestion on some of the state's most congested freeways. The CCJPA sent a letter of support for SB 742 on April 12.

*Status: As of May 20, passed the Senate; on to Assembly Transportation Committee*

#### *Federal Legislation and Funding*

#### Federal FY 19 Capital Funding Opportunities

The current federal FY 19 budget was enacted as part of the Omnibus Consolidated Appropriations Act. Funding opportunities for the CCJPA as part of this federal FY 19 budget includes \$2 million from the Amtrak National Network Account to support the activities of the State-Amtrak Intercity Passenger Rail

Committee (SAIPRC), which oversees the pricing policy and cost allocation for Amtrak-operated state intercity rail passenger routes. The CCJPA is a member of SAIPRC representing the Capitol Corridor service.

Other federal FY 19 grant opportunities include: \$255 million in Consolidated Rail Infrastructure and Safety Improvement (CRISI) funds and \$400 million in Federal SOGR funds. FRA, as the administrator of these grants, has not yet released a Notice of Funding Opportunity (NOFO) for funds appropriated to these programs. USDOT released a NOFO for the Better Utilizing Investments to Leverage Development (BUILD) program on April 16, 2019 with applications due July 15, 2019. CCJPA is reviewing the NOFO but at this time does not expect to submit an application given the expected emphasis on non-rail and rural investments.

Staff prepared and submitted an application for \$7.8 million in FY18 CRISI grant funds on October 12, 2018 to advance the CCJPA’s Oakland to San Jose Improvement Project. FRA staff has conducted an analysis of applications submitted but is unable, at this time, to provide an expected date for an award of these funds.

Proposed Federal FY 20 Budget

On May 22, 2019, the House Transportation, Housing and Urban Development (THUD) Subcommittee marked up its spending plan which includes the various accounts for intercity passenger rail services (see table below). The Senate THUD Subcommittee will be unveiling its marked up funding plan for these IPR accounts in the next few months.

Account	FY 2019 Appropriations	FY 2020 House THUD Subcomm	Difference
Consolidated Rail Infrastructure and Safety (CRISI) (1), (2)	\$255.0	\$350.0	\$95.0
Federal State Partnership for State of Good Repair Restoration and Enhancement	\$400.0	\$350.0	-\$50.0
Amtrak - Northeast Corridor	\$5.0	\$0.0	-\$5.0
Amtrak - National Network (3)	\$650.0	\$700.0	\$50.0
BUILD/TIGER	\$1,291.6	\$1,291.6	\$0.0
	\$900.0	\$1,000.0	\$100.0

Notes:

(1) \$55M of CRISI funds to be made available for acquisition of ROW, track, or track structure to support the development of new intercity passenger rail service.

(2) \$40M of CRISI funds targeted to highway-rail grade crossing improvement projects at locations that experienced at least one accident investigated by NTSB between 1/1/2008 and 12/31/2018

(3) Includes funding for NEC Commission \$5M and SAIPRC \$2M.

**RECOMMENDATION**

The SCG recommends that the CCJPA Board authorize the CCJPA Executive Director to submit a letter(s) of support or opposition for actions relating to the proposed legislative matters affecting Capitol Corridor Service, including modifications as provided by the CCJPA Board.

# CAPITOL CORRIDOR JOINT POWERS AUTHORITY

## MEMORANDUM

**TO:** Capitol Corridor Joint Powers Authority Board **DATE:** June 12, 2019

**FROM:** David B. Kutrosky  
Managing Director

**SUBJECT:** FY 19-20 MARKETING AND COMMUNICATIONS PROGRAM

### PURPOSE

For the CCJPA Board to receive an overview and provide direction of the planned FY 19-20 CCJPA Marketing and Communications Plan, and to authorize the activation of Year 3 of a three-year option with the current advertising agency for services to support the CCJPA's FY 19-20 Marketing and Communications Plan.

### BACKGROUND

#### *FY 2019-20 Marketing and Communications Plan Overview*

The CCJPA's marketing plan for FY 2019-20 will include the following elements:

- Continuance of the current creative advertising campaign to market the Capitol Corridor service from Fall/Winter 2019 through Spring/Summer 2020
- Development of promotional and informational materials (e.g., Timetables, posters, video/written content)
- Promotional Partnership Development and Targeted Marketing Campaigns
- Website application development, site enhancement and maintenance
- Social Media, Group, Employer, Senior, College/University, and additional niche marketing
- Customer Experience Enhancements, including Customer Relationship Management software improvements (for tracking/resolution of customer complaints), and onboard enhancements (updated Café Car menus, loyalty programs, etc.)
- Advocacy, Public Relations events and outreach
- Joint Outreach activities and events with local communities, Caltrans, Amtrak and/or partner agencies to boost visibility and ridership
- Miscellaneous marketing support, customer retention and outreach activities

For FY 20, CCJPA staff will continue to heavily market to leisure-driven small groups such as families and friends, specifically featuring the Family and Friends 50% offer, college/university students, seniors, as well as other off-peak oriented offers to be determined throughout the year.

#### *Renewal of Year 3 with Current Advertising Agency*

To maximize cost efficiencies and workflow production, staff is seeking to exercise the option to renew for the third of the three one-year options with the current advertising agency, Creative/MINT with a budget of up to \$450,000 (supported with FY 18 CCRP funds). Activities include: provide full advertising agency services such as creative development, media planning and purchasing, and campaign oversight. Use of the advertising agency will ensure consistency in the application of the current campaign to all advertising channels and will also allow the media purchase budget to be maximized. Additionally, the advertising agency can provide CCJPA support in media purchasing and creative design updates for other marketing opportunities that materialize during the fiscal year. For FY 19, CreativeMINT performed the following for the CCJPA:

- Continued theme for Capitol Corridor campaign artwork, "Every Ride Has a Story" to attract off-peak, leisure travelers
- Created videos used in social media marketing efforts to tout Capitol Corridor amenities and features
- Developed highly targeted advertising media plan that included digital out-of-home billboards, mobile, TV, radio, social media, email, and online advertising.
- Reviewed brand goals and objectives with the CCJPA team.

**RECOMMENDATION**

The SCG recommends that the CCJPA Board adopt the CCJPA FY 19-20 advertising services plan for an amount not-to-exceed \$450,000 and to authorize the CCJPA Executive Director or her designee to activate Year 3 of a three-year option with the current advertising agency to support the CCJPA's FY 20 Marketing and Communications Plan.

Motion: The CCJPA Board adopts the attached resolution

BEFORE THE  
CAPITOL CORRIDOR JOINT POWERS AUTHORITY  
BOARD OF DIRECTORS

In the Matter of  
Authorizing a One-Year Option on the Contract  
For Advertising Services to Support the FY 20 Advertising Campaign

Resolution No. 19-14

**WHEREAS**, the CCJPA has identified small groups of families/friends and single leisure travelers as target markets for FY 20 (“FY 20 Campaign”) and is developing offers aimed at these groups in its FY 20 Marketing Plan; and

**WHEREAS**, the FY 20 Campaign will promote off-peak travel aboard trains that have available capacity; and

**WHEREAS**, the CCJPA seeks to activate the third of a three-year option for the original FY 17 contract with the advertising agency at this time to oversee and execute all aspects of the FY 20 Campaign; and

**WHEREAS**, the CCJPA has identified a not-to-exceed budget of \$450,000 for the FY 20 Campaign that will be supported FY 18 CCRP funds; and

**RESOLVED**, that the CCJPA Board does hereby approve the budget for the FY 20 Campaign budget for an amount not to exceed \$450,000;

**AND BE IT FURTHER RESOLVED**, that the CCJPA Board hereby authorizes the CCJPA Executive Director or her designee to activate Year 3 of a three-year option with the current advertising agency for services to support the CCJPA’s FY 20 Marketing and Communications Plan.

# # #

<b>ACTION:</b>	<b>DATE:</b>	<b>ATTEST:</b>
<b>Ayes:</b>		_____ <b>Patricia K. Williams</b> <b>Secretary</b>
<b>Noes:</b>		
<b>Abstain:</b>		

# CAPITOL CORRIDOR JOINT POWERS AUTHORITY

## MEMORANDUM

**TO:** Capitol Corridor Joint Powers Authority Board **DATE:** June 12, 2019

**FROM:** David B. Kutrosky, Managing Director

**SUBJECT:** PROCUREMENT OF DOOR PANELS FOR NORCAL SURFLINER RAIL CARS

### PURPOSE

For the CCJPA Board to approve the budget for the CCJPA project management and oversight of procurement of door panels for Caltrans-owned Surfliner (6000 series) rail cars.

### BACKGROUND

Caltrans, as owner the California-owned intercity passenger rail fleet, has identified the need to replace the side door panels for the 22 State-owned Surfliner (6000 series) rail cars. These panels are 19-years old and are considerably worn, dented and peeling apart and no spares are available. Replacing these Surfliner (6000 series) rail car side door panels will ensure that the Northern California IPR fleet are kept in a state of good repair for assignment on the Capitol Corridor and San Joaquins train services.

CCJPA staff will lead a competitive procurement process (with support from Caltrans) for new Surfliner side door panels and oversee the removal of existing door panels followed by installation of new door panels performed by Amtrak staff at the Oakland Maintenance Facility (OMF) as part of the routine, scheduled rail car maintenance program. The total budget estimate of the project is \$531,000, and funding will be provided by Caltrans via a separate funding agreement.

### RECOMMENDATION

The SCG recommends that the CCJPA Board approve the budget of \$531,000 for the procurement of door panels for the Caltrans-owned Surfliner (6000 series) rail cars and authorize the CCJPA Executive Director or her designee to execute all necessary and appropriate actions for the procurement and acceptance of these door panels.

Motion: The CCJPA Board adopts the attached resolution.

BEFORE THE  
CAPITOL CORRIDOR JOINT POWERS AUTHORITY  
BOARD OF DIRECTORS

In the Matter of  
Authorizing Budget for the  
Procurement of Door Panels for Caltrans-owned Surfliner Rail Cars

Resolution No. 19-15

**WHEREAS**, the existing door panels for the twenty-two Caltrans-owned Surfliner (6000 series) rail cars are overdue for replacement and have no spare panels; and

**WHEREAS**, new door panels will keep the current Northern California intercity rail fleet assigned to the Capitol Corridor and San Joaquins services in a state of good repair; and

**WHEREAS**, Caltrans will provide funding for the purchase of these new door panels for Surfliner door panels, including funding for CCJPA management and oversight of the procurement process; and

**WHEREAS**, upon acceptance, these new panels will be installed by Amtrak staff at the Oakland Maintenance Facility as part of the routine maintenance program with in the annual CCJPA/Amtrak annual operating contract and budget; and

**RESOLVED**, that the CCJPA Board does hereby approve the \$531,000 budget for the procurement of door panels for the Caltrans-owned Surfliner (6000 series) rail cars and authorize the CCJPA Executive Director or her designee to execute all necessary and appropriate actions for the procurement and acceptance of these door panels.

**AND BE IT FURTHER RESOLVED**, that the CCJPA forthwith transmit a copy of this resolution to San Joaquin Joint Powers Authority, Amtrak and Caltrans DRMT.

# # #

ACTION:	DATE:	ATTEST:
Ayes:		<hr style="width: 100%;"/> <b>Patricia K. Williams</b> Secretary
Noes:		
Abstain:		



# CAPITOL CORRIDOR JOINT POWERS AUTHORITY

## MEMORANDUM

**TO:** Capitol Corridor Joint Powers Authority Board

**DATE:** June 12, 2019

**FROM:** David B. Kutrosky, Managing Director

**SUBJECT:** NEW TRANSBAY RAIL CROSSING – CONTRACT 2: PROGRAM MANAGEMENT

### PURPOSE

For the CCJPA Board of Directors to concur with the BART adoption of Contract 2: Program Management for the New Transbay Rail Crossing Project and to authorize a budget of up to \$2 million per year to support the activities associated with the contract.

### BACKGROUND

CCJPA and BART staff have been advancing the initial efforts for the planned New Transbay Rail crossing, working with Caltrans, CalSTA, and other transportation partners in the Northern California Megaregion. In this partnership, CCJPA is coordinating this effort with the conventional passenger rail services that would utilize this crossing whereas BART is representing a BART-compatible transbay crossing solution. The project is at its earliest conceptual stage but has the potential to benefit a number of current standard gage rail services, including the Capitol Corridor, San Joaquins and Caltrain. CCJPA brings to this project an expertise in standard gage rail and will coordinate with and represent the various standard gauge passenger rail services that may benefit from a new crossing.

CCJPA was awarded TIRCP funds in April 2018 for the Northern California Corridor Enhancement Program that included \$1M to support initial work on the Second Transbay Crossing. The initial work underway from these awarded 2018 TICRP funds includes a macroeconomic travel market analysis for the Northern California Megaregion and initial outreach to various communities in the Sacramento and Northern San Joaquin valleys.

CCJPA's FY 2019-20 and FY 2020-21 Annual Business Plan (ABP) to CalSTA includes a request for a supplemental allocation of \$2 million per year for FY 2019-20 and FY 2020-21 to support Contract 2: Program Management of the New Transbay Rail Crossing Project plus additional resources to the CCJPA to support the Project. If approved, it is proposed that \$1 million of this supplemental allocation be used to the BART Contract 2 effort being considered by the BART Board on June 13, 2019 and the remaining \$1 million will support CCJPA staff resources and related expenses.

### RECOMMENDATION

The SCG recommends that the CCJPA Board supports the BART Board adoption of BART Contract 2: Program Management for the New Transbay Rail Crossing Project and to authorize a budget of up to \$2 million per year to support the activities associated with the contract including up to \$1 million per year as a contribution to BART for Contract 2 of the Project.

Motion: The CCJPA Board adopts the attached resolution.

BEFORE THE  
CAPITOL CORRIDOR JOINT POWERS AUTHORITY  
BOARD OF DIRECTORS

In the Matter of  
Authorizing a Budget for Contract 2: Program Management  
Of the New Transbay Rail Crossing Project

Resolution No. 19-16

**WHEREAS**, CCJPA and BART staff have been advancing the initial efforts for the planned New Transbay Rail Crossing Project, working with Caltrans, CalSTA, and other transportation partners in the Northern California Megaregion; and,

WHEREAS, the BART Board of Directors is expected to adopt Contract 2: Program Management of the New Transbay Rail Crossing Project at its June 13, 2019 Board of Directors meeting; and,

**WHEREAS**, CCJPA is coordinating this effort with the conventional passenger rail services that would utilize this crossing whereas BART is representing a BART-compatible transbay crossing solution; and,

**WHEREAS**, CCJPA’s FY 2019-20 and FY 2020-21 Annual Business Plan (ABP) to CalSTA includes a request for a supplemental allocation of \$2 million per year for FY 2019-20 and FY 2020-21 to support Contract 2: Program Management of the New Transbay Rail Crossing Project plus additional resources to the CCJPA to support the Project; and,

**RESOLVED**, CCJPA Board does hereby support the BART Board adoption of BART Contract 2: Program Management for the New Transbay Rail Crossing Project; and

**BE IT FURTHER RESOLVED**, the CCJPA Board, pending receipt of funding requested by the CCJPA, does hereby authorize a budget of up to \$2 million per year to support the activities associated with Contract 2 with up to \$1 million per year as a contribution to BART for its expenditures associated with Contract 2 of the Project, with any remaining funds allocated for CCJPA staff resources and related expenses for this Project;

**AND BE IT FURTHER RESOLVED**, that the CCJPA Board hereby authorizes the CCJPA Executive Director or her designee to enter all necessary agreements required to support the Project.

# # #

<b>ACTION:</b>	<b>DATE:</b>	<b>ATTEST:</b>
Ayes:		<hr style="width: 80%; margin: 0 auto;"/> <b>Patricia K. Williams</b> Secretary
Noes:		
Abstain:		

# CAPITOL CORRIDOR JOINT POWERS AUTHORITY

## MEMORANDUM

**TO:** Capitol Corridor Joint Powers Authority Board **DATE:** June 12, 2019

**FROM:** David B. Kutrosky  
Managing Director

**SUBJECT:** OVERVIEW OF DRAFT FY 19-20 CCJPA BUDGET - OPERATIONS,  
ADMINISTRATION, MARKETING

### PURPOSE

To provide the CCJPA Board with an overview of the draft FY 19-20 budgets for service operations, marketing and administrative management for the Capitol Corridor service.

### BACKGROUND

In preparation for the adoption of the CCJPA FY 19-20 Budget by the CCJPA Board of Directors at the upcoming September 18, 2019 meeting, staff has prepared a draft budget [administrative, marketing and operations] for FY 19-20 using the budget adopted from the Business Plan Update.

Capitol Corridor (Train + Connecting Bus)	Current FY 18-19 Budget	Planned FY 19-20 Budget	Change	Percent Change
Amtrak Contract (a)				
Third Party Costs (Fuel, Host Railroad)	\$ 11,864,000	\$ 12,128,000	\$ 264,000	2.2%
Amtrak Operating Costs	\$ 52,125,000	\$ 53,546,000	\$ 1,421,000	2.7%
Revenues	\$ 35,300,000	\$ 37,500,000	\$ 2,200,000	6.2%
TOTAL-Amtrak Contract (Costs less Revenue)	\$ 28,689,000	\$ 28,174,000	\$ (515,000)	-1.8%
CCJPA Marketing	\$ 1,174,000	\$ 1,174,000	\$ -	0.0%
CCJPA Administrative Management	\$ 3,708,000	\$ 3,853,000	\$ 145,000	3.9%
General Administrative	\$ 2,634,000	\$ 2,737,000	\$ 103,000	3.9%
BART TIC	\$ 1,074,000	\$ 1,116,000	\$ 42,000	3.9%
TOTAL CCJPA BUDGET	\$ 33,571,000	\$ 33,201,000	\$ (370,000)	-1.0%

*Administrative and Marketing:* The administrative/marketing budget will fund the administrative support of the CCJPA Board and the management of the Capitol Corridor service. CCJPA's budget for administrative management and share of BART Telephone Info Center (TIC) will increase by \$145,000 for inflationary adjustment of salaries and includes the additional allocation of \$500,000 from FY 18-19 for added staff (increased capital investments/projects, database analytics to track service performance, and customer service activities previously performed by Amtrak)

*Operations:* The Amtrak net operating budget is projected to be \$28,174,000, a \$515,000 decrease [-1.8%] vs. the FY 19 Amtrak contract budget of \$28,689,000. This decrease in net operating expenses is due to increased ridership and revenues that offset any increases in operating expenses (i.e. fuel, connecting buses, and liability insurance).

The total CCJPA FY 19-20 budget is expected to decrease by \$370,000 or -1.0% compared to the CCJPA's total FY 18-19 budget. (Note: These budget forecasts and comparisons do not include \$4.636 million in requested supplemental allocations for Minor Capital Projects. Capitalized Maintenance, Onboard WiFi service/management and New Transbay Rail Crossing Project.) Any changes to the CCJPA's operating budget will be presented for adoption of the CCJPA FY20 Budget at the September 18, 2019 CCJPA Board meeting.

### RECOMMENDATION

For information and discussion.

# CAPITOL CORRIDOR JOINT POWERS AUTHORITY

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## MEMORANDUM

**TO:** Capitol Corridor Joint Powers Authority Board

**DATE:** June 12, 2019

**FROM:** David B. Kutrosky, Managing Director

**SUBJECT:** UPDATE: PROGRAMMED CAPITAL PROJECTS

### **PURPOSE**

To provide the CCJPA Board with an update on the CCJPA's Capital Program including infrastructure projects and rail vehicles for the Capitol Corridor service.

### **BACKGROUND**

CCJPA maintains an ongoing listing of various capital projects led by CCJPA and those led by others who will influence Capitol Corridor service. The table on the next page provides the latest update on the projects that are underway by the CCJPA.

A more extensive list of all capital projects in all stages of development are presented annually in the required Business Plan Update document adopted by the CCJPA Board at its February meeting. The current list of active projects underway using secured capital funds is provided below.

### **RECOMMENDATION**

For information and discussion.

<b>LISTING OF ACTIVE CCJPA LED CAPITAL PROJECTS (June 2019)</b>			
<b>Project Name</b>	<b>Project Description/Benefits</b>	<b>Cost</b>	<b>Projected Completion</b>
Oakland to San Jose Service Improvements	Preliminary engineering (up to 35%) and environmental documentation for the relocation of service to the Coast Subdivision	\$ 15,600,000	December-22
California Integrated Travel Program	Develop a governance structure and approach for a system that allows for seamless statewide travel and fare purchase across multiple agencies and modes	\$ 27,100,000	October-22 (Pilot)
Capitalized Maintenance 2018/2019	Continues track maintenance for State of Good Repair Program to maximize on-time performance (annual program)	\$ 1,000,000	December-19
Auburn Security Camera and Power Upgrade Project	Security cameras and standby power to improve station and layover train equipment security and reduce overnight fuel use.	\$ 2,000,000	Jan-2019 (Power) Dec-2019 (Camera)
Sacramento - Roseville Third Main Track Phase I	Construct first phase of third main track plus Roseville station and layover track improvements in order to increase service frequency between Sacramento and Roseville.	\$ 83,535,000	Design/ROW - December 2020 Construction - June 2023
Replace/Upgrade Passenger Information Display System	Provide components for improved passenger train arrival/alerts via all communication channels including signs, servers, data, software.	\$ 1,260,529	June-20
ROW Safety/Security	Annual funding to support UP in ROW clean-up including vegetation removal, clean-up and encampment relocation (three year program).	\$ 2,250,000	Ongoing
Signal Replacement/Upgrade	Replace outdated signal systems to reduce signal system interruptions and delays (three year program)	\$ 1,900,000	June-19 (Second Phase)
Santa Clara Siding	Pre-construction activities to construct 2,500' siding in the vicinity of the Santa Clara Station	\$ 1,441,969	May-21 (est. for construction)
LED Station Lighting Upgrade (Richmond and Martinez)	Replace station lighting with improved and more efficient LED lighting at the Richmond and Martinez Stations.	\$ 455,000	May-20
<b>CCJPA LED PROJECT TOTAL</b>		<b>\$ 136,542,498</b>	



**Date:** June 12, 2019  
**From:** David B. Kutrosky  
**To:** CCJPA Board of Directors  
**Subject:** Managing Director's Report – June 2019

**TO BE PROVIDED UPON RECEIPT OF MAY 2019  
SERVICE PERFORMANCE RESULTS FROM AMTRAK**

# CAPITOL CORRIDOR JOINT POWERS AUTHORITY

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## MEMORANDUM

**TO:** Capitol Corridor Joint Powers Authority (CCJPA) Board    **DATE:** June 12, 2019  
**FROM:** David B. Kutrosky, Managing Director  
**SUBJECT:** WORK COMPLETED (June 19, 2019 Meeting)

### PURPOSE

To provide a report on work completed up to the June 19, 2019 CCJPA Board meeting.

### BACKGROUND

The following is a report on recently completed work:

- a. Annual Business Plan Update (FY 2019-20 – FY 2020-21). Pursuant to CCJPA Resolution 19-03, the CCJPA Board adopted the FY 2019-20 – FY 2020-21 Business Plan Update at its February 13, 2019 meeting. After making some slight editorial revisions (revision to the Capital Improvement Program based on recent allocation awards of SB 1 funds) and minor adjustments to the Amtrak forecasts, staff completed the business plan update and submitted it to the Secretary of California State Transportation Agency on April 12, 2019.
- b. Security Fencing in Richmond and Roseville: With the goals of increasing safety, security, and service reliability, high-security fencing has been implemented along the Capitol Corridor route in Richmond and Roseville. Funded by the State of California Department of Transportation's (Caltrans) Minor Capital Improvement Program and implemented by the Union Pacific Railroad (UPRR), the new fencing secures the Right-of-Way, deters trespassing and illegal dumping, thus enhancing cleanliness and improving safety and On-Time-Performance.
- c. June 17, 2019 Timetable Update. Union Pacific Railroad completed the track infrastructure associated with the Travel Time Savings Project in late 2018. Run-time studies and network simulations were conducted in early 2019 based on the track improvements and estimated speed increases along the Capitol Corridor route. Capitol Corridor has realized a total of five (5) minutes of travel time savings, which were incorporated into the timetable/schedule change effective June 17, 2019.
- d. Marketing Activities (February 2019 – June 2019)
  - a. Advertising, Promotions, and Offers:
    - i. Advertising – campaign flights supported Take 5 for \$5 on Weekends and the Visit SF \$19 one-way fares, as well as California Everyday Discounts.
    - ii. Seniors Ride Half Off Midweek began in May and will continue through early September.
    - iii. Launched new College Six-Ride ticket, which will be promoted during summer orientations and early fall.
  - b. Print and Digital Communications:
    - i. Published new “Every Ride Has a Story” video showcasing the ease, convenience, and beauty of riding the Capitol Corridor.

- c. Public Relations, Events, Outreach, and Customer Service:
  - i. Partnerships with Oakland Running Festival, Oakland Athletics, SHN
  - ii. Adjusted Schedule Event Trains: exploring adjusted schedules for SJ Sharks and select concerts and sporting events throughout the year.
  - iii. Courtesy Campaign – posted “One Ticket, One Seat” and “Seats Don’t Like Feet” messaging to social media channels
  - iv. Sponsored a youth mentorship group trip to the Rosie the Riveter National Park organized by Sacramento WTS
  - v. Hosted on board Cappy Hour for Earth Day and Bike to Work Day
  - vi. Promoted activities celebrating the 150<sup>th</sup> Anniversary of Transcontinental Railroad
  - vii. Assisted with hosting California Passenger Rail Summit (April).

**RECOMMENDATION**

For information only.





- d. CCJPA Bike Access Program Updates: Three (3) new BikeLink eLocker quads have been installed at Santa Clara-University Station, increasing the number of eLocker spaces at Capitol Corridor stations to 220. New angled bike racks that increase onboard bike storage capacity have been installed on select train cars, and staff are working with the bike rack supplier to improve the design of a small component that will improve the usability and service life of the racks. Staff is also working with a vendor to finalize the design for a Superliner bike storage rack.
- e. Upcoming Marketing and Communications Activities:
- Advertising, Promotions, and Offers:
    - Advertising campaign is in its 3<sup>rd</sup> and final flight for the year.
    - Current offers: Seniors Ride Half Off Midweek, developing an additional offer targeted towards growing weekend ridership. Marketing the new College/University Six Ride ticket this summer.
  - Print and Digital Communications:
    - Updating Timetable templates, bus stop signs for projected June schedule change
  - Public Relations, Events, Outreach, and Customer Service:
    - Adjusted Schedule Event Trains: planning promotion of train to upcoming Rolling Stones, Paul McCartney and Queen concerts. Exploring adjusted schedules for SJ Sharks and select concerts and sporting events throughout the year.
    - Developing new Interactive Voice Response services to augment and enhance customer experience at Contact Center and provide off-peak access to information.

## **RECOMMENDATION**

For information only.