

**TAHOE TRANSPORTATION DISTRICT (TTD)
PROGRAM IMPLEMENTATION COMMITTEE**

Meeting Agenda

**Tahoe Regional Planning Agency
128 Market Street
Stateline, NV 89448**

**November 6, 2024
1:15 p.m.**

The Tahoe Transportation District Program Implementation Committee meeting will be physically open to the public at the Tahoe Regional Planning Agency, Stateline, NV 89449 and in accordance with California and Nevada law, Committee members may be teleconferencing into the meeting via GoToWebinar in accordance with requirements under California Government Code section 54953(f).

Committee members: Wesley Rice-Chair, Cody Bass, Brian Bigley, Andy Chapman,
Brendan Ferry, Nick Speal, Raymond Suarez

To attend the TTD Committee and Board Meetings remotely, use the following link:
<https://attendee.gotowebinar.com/register/8266615944240431968>

After registering, you will receive a confirmation email containing information about joining the webinar.

Members of the public may observe the meeting and submit comments in person at the above locations or via GoToWebinar. Members of the public may also provide public comment by sending comments to the Clerk to the Board by email at jallen@tahoetransportation.org. Please note which agenda item the comment pertains to. Comments will be distributed at the meeting and attached to the minutes of the meeting. All comments should be a maximum of 500 words, which corresponds to approximately three minutes of speaking time. Comments for each agenda item should be submitted prior to the close of that agenda item.

Any member of the public who needs accommodations should email or call Judi Allen who will use her best efforts to provide reasonable accommodations to provide as much accessibility as possible, while also maintaining public safety in accordance with TTD's procedure for resolving reasonable accommodation requests. All reasonable accommodations offered will be listed on the TTD website at tahoetransportation.org.

All items on this agenda are action items unless otherwise noted. Items on the agenda may be taken out of order. The Committee may combine two or more items for consideration. The Committee may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

I. CALL TO ORDER AND GENERAL MATTERS

- A. Roll Call and Determination of Quorum
- B. *For Possible Action:* Approval of Agenda for November 6, 2024
- C. *For Possible Action:* Approval of Minutes of August 7, 2024

Page #1

II. PUBLIC INTEREST COMMENTS

All comments are to be limited to no more than three minutes per person for matters not listed on this agenda. Comments made cannot be acted upon or discussed at this meeting, but may be placed on a future agenda for consideration.

III. DISCUSSION ITEMS

	<u>Page</u>
A. <i>For Possible Action:</i> Recommend the TTD Board of Directors Authorize the District Manager to Execute a Purchase Order with RO Bus Sales Under the Nevada State Purchasing Division Bid Number 80DOT-S2850 for Transit Vehicles, for the Purchase of Four Transit Vehicles (Two All-Wheel Drive Gasoline Vans and Two Battery-Electric Vans) and Associated Modifications and Equipment, Not to Exceed \$595,000 (<i>Board Agenda Item V.B., Page #23</i>)	3
B. <i>For Possible Action:</i> Recommend the TTD Board of Directors Approve Contract Amendment 1 with Parametrix, Inc. to Amend the Existing Contract in the Amount of \$160,760 for a Total Amount Not to Exceed Amount of \$1,026,923 for the Data Aggregation Plan for Lake Tahoe Basin Roadways SMART Grant Program (<i>Board Agenda Item V.C., Page #28</i>)	8
C. <i>Informational Only:</i> Informational Update on the Zero Emission Fleet Conversion Plan	16

IV. COMMITTEE MEMBER REQUESTS AND COMMENTS

This portion of the agenda is for members to make requests for future agenda items or to make a brief report about personal activities without further deliberation by the committee, although any member may request an item to be placed on a future agenda in response to such remarks.

V. PUBLIC INTEREST COMMENTS

VI. ADJOURNMENT

COMPLIANCE WITH PUBLIC NOTICE REQUIREMENTS

This notice and agenda has been posted at the TTD office and at the Stateline, Nevada post office. The notice and agenda has also been posted at the North Tahoe Conference Center in Kings Beach, the Incline Village GID office, the North Tahoe Chamber of Commerce, all teleconference locations listed above, and on the TTD website: www.tahoetransportation.org.

For those individuals with a disability who require a modification or accommodation in order to participate in the public meeting, please contact Judi Allen at (775) 589-5502 or jallen@tahoetransportation.org.

Nevada Open Meeting Law Compliance

Written notice of this meeting has been given at least three working days before the meeting by posting a copy of this agenda at the principal office of TTD and at three other separate, prominent places within the jurisdiction of TTD not later than 9 a.m. of the third working day before the meeting.

Written notice of this meeting has been given by providing a copy of this agenda to any person who has requested notice of the meetings of the Committee. Such notice was delivered to the postal service used by the Committee not later than 9 a.m. of the third working day before the meeting for transmittal to the requester by regular mail, or if feasible for TTD and the requester has agreed to receive the public notice by electronic mail, transmitted to the requester by electronic mail sent not later than 9 a.m. of the third working day before the meeting.

Supporting materials were provided to any person requesting such materials and were made available to the requester at the time the material was provided to the members of the Committee or, if provided to the members of the Committee at the meeting, were made available to the requester at the meeting and are available on the TTD website: www.tahoetransportation.org. Please send requests for copies of supporting materials to Judi Allen at (775) 589-5502 or jallen@tahoetransportation.org.

**TAHOE TRANSPORTATION DISTRICT
PROGRAM IMPLEMENTATION COMMITTEE
MEETING MINUTES
August 7, 2024**

Committee Members in Attendance:

Cody Bass, City of South Lake Tahoe
Brooke Laine, El Dorado County
Wesley Rice, Douglas County, Chair
Ryan Smith, Member at Large
Nick Speal, CA Gov Appointee (attended remotely)
Raymond Suarez, SS-TMA

Committee Members Absent:

Andy Chapman, TNT-TMA

Others in Attendance:

Carl Hasty, Tahoe Transportation District
Jim Marino, Tahoe Transportation District
Judi Allen, Tahoe Transportation District

I. CALL TO ORDER AND GENERAL MATTERS

A. Roll Call and Determination of Quorum

The meeting of the Committee was called to order by Mr. Rice at 12:48 p.m. at the Tahoe Regional Planning Agency and via GoToWebinar. Roll call was taken and it was determined a quorum was in attendance for the Committee.

B. Approval of Agenda of August 7, 2024

Motion/second by Mr. Suarez/Ms. Laine to approve the agenda for today's meeting. The motion passed unanimously.

C. Approval of Meeting Minutes for June 5, 2024

Motion/second by Mr. Suarez/Mr. Smith to approve the minutes. The motion passed unanimously.

II. PUBLIC INTEREST COMMENTS

There were no public interest comments.

III. DISCUSSION ITEMS

A. Informational Update on Tahoe Transportation District Active Capital Improvement Program Projects

Mr. Marino reviewed this item.

Mr. Bass arrived at 12:56 p.m.

Ms. Laine asked about the funding for the Corp Yard and if there is a 10-year lease with the City for that location. Mr. Marino replied no, there is not a 10-year lease, but there are negotiations with the City. Mr. Bass suggested the Corp Yard should be combined with adjoining parcels to make a larger facility and it should be a transit hub.

Action Requested: Informational Only

- B. Informational Update on the State of Tahoe Transportation District's Service Fleet**
Mr. Marino reviewed this item. Mr. Bass asked about purchasing vehicles from New Flyer. Ms. Laine asked how many buses are running per day. Mr. Speal asked about the paratransit buses. Mr. Marino noted staff is working to replace the paratransit buses with vans.

Action Requested: Informational Only

- C. Informational Report on the Short-Range Transit Plan Updates, Process, and Progress**
Mr. Marino reviewed this item. Ms. Laine stated she is bothered by the staff report placing blame on the JPA for the delays of the plan.

Action Requested: Informational Only

- D. Informational Update on the Tahoe Transportation District's Short-Range Transit Plan Workshops and Public Outreach**
Mr. Marino reviewed this item.

Public Comment:

Kira Richardson, Tahoe Regional Planning Agency, commented the group was formed as an ad hoc committee to help TTD with the Short-Range Transit Plan scenarios and navigate changes to the transit system that might be coming. She added the committee agreed to gathering and reviewing funding or operating information from all parties, developing an optimal transit service scenario for south shore, and determining an operating and funding structure for the agreed upon scenario.

Action Requested: Informational Only

IV. DISTRICT MANAGER REPORT

Mr. Hasty had nothing further to report.

V. COMMITTEE MEMBER REQUESTS AND COMMENTS

There were no member comments.

VI. PUBLIC INTEREST COMMENTS

There were no comments.

VII. ADJOURNMENT

The meeting adjourned at 2:28 p.m.

Respectfully Submitted:

*Judi Allen
Executive Assistant
Clerk to the Board
Tahoe Transportation District*

(The above meeting was recorded in its entirety, anyone wishing to listen to the aforementioned tapes, please contact Judi Allen, Clerk to the Board (775) 589-5502.)



MEMORANDUM

Date: October 31, 2024

To: Tahoe Transportation District (TTD) Program Implementation Committee

From: TTD Staff - George Fink, Transportation Services Director

Subject: Recommend the TTD Board of Directors Authorize the District Manager to Execute a Purchase Order with RO Bus Sales Under the Nevada State Purchasing Division Bid Number 80DOT-S2850 for Transit Vehicles, for the Purchase of Four Transit Vehicles (Two All-Wheel Drive Gasoline Vans and Two Battery-Electric Vans) and Associated Modifications and Equipment, Not to Exceed \$595,000

Action Requested:

It is requested the Committee recommend the Board of Directors authorize the District Manager to execute a purchase order with RO Bus Sales under the Nevada State Purchasing Division Bid Number 80DOT-S2850 for the purchase of four transit vehicles (two all-wheel drive gasoline vans and two battery-electric vans) and associated modifications and equipment, not to exceed \$595,000.

Fiscal Analysis:

The total project cost is not to exceed \$595,000, which is included in the approved FY25 budget for bus purchases. The funding sources and amounts are as follows:

Funding Source	Gasoline Vans (2)	EV Vans (2)	Combined
FTA FY17 5339 (UZA)		\$24,519.00	\$24,519.00
FTA FY19 5339 (UZA)	\$118,509.00		\$118,509.00
FTA FY21 5339 (UZA)	\$91,323.00		\$91,323.00
FTA FY19 5339(c) Lo-No		\$290,579.70	\$290,579.70
TDA	\$62,980.70		\$62,980.70
TOTALS	\$272,812.70	\$315,098.70	\$587,911.40

The funding table above covers the reasonably anticipated cost of the vehicles based on the quotes provided by RO Bus Sales (Attachments A and B). However, staff seeks authorization for up to \$595,000, representing a 1.2% contingency. Additional funds for EV Vans would come from the FTA FY19 5339(c) while any additional funds for the gasoline vans would come from TDA funds.

GF/ja

AGENDA ITEM: V.B.
PIC AGENDA ITEM: III.A.

Work Program Impact:

All work associated with this effort is captured under the respective elements of the approved FY25 Work Program, with corresponding allotted staff time as part of transit operations. This project aligns with Strategic Goal SG-3: Increase the connectivity and reliability of a regional multi-modal transit system around the Basin.

Background:

TTD's paratransit fleet is beyond its useful life. These funds will be used to replace the following fleet:

TTD ID	VIN	Year Purchased	Useful Life
3304	1FD4E45SX8DA86129	2006	7 years
102	1FDEE3FS4AD38225	2010	5 years
103	1GBJG312561230383	2006	5 years
105	1GB6G5BL4F1240928	2015	5 years

TTD has a duty to manage transit assets in a state of good repair and to replace those assets when they have exceeded their useful life. Both the regional Tahoe Metropolitan Planning Organization (TMPO) and TTD's Transit Asset Management (TAM) plans cite the useful life of small cutaway buses at five years and large cutaway buses at seven years. Body-on-frame buses or "cutaways" are fiberglass bodies placed on elongated truck chassis and then further modified for public transit service (wheelchair lifts, fareboxes, destination signs, seating, etc.). Both TAM plans list fleet assets ready for replacement.

Staff propose replacing the cutaways beyond their useful life with similar capacity Ford Transit vans. These vans have been specifically modified for paratransit service and are capable of loading and transporting wheelchairs. The smaller sized vans will maintain TTD's capacity to accommodate paratransit passengers, while reducing customization that can affect reliability. The smaller vans will allow increased safety when navigating Tahoe's tight roadways, improving TTD's ability to expand into more varied service areas in the future. At the same time, the new vans will offer a smoother and more comfortable ride.

Discussion:

Staff recommend purchasing two all-wheel drive (AWD) gasoline fueled vans and two rear-wheel drive battery-electric (EV) vans at this time. There is no AWD option for the EV vans. These purchases are funded primarily through three sources: Lake Tahoe's FTA §5339 (UZA¹) Bus & Bus Facilities funds; competitively awarded FTA §5339(c) low emission, no emission funds (lo-no); and California Transportation Development Act (TDA) funds.

Staff will utilize the Nevada Department of Transportation's contract #80DOT-S2850 administered by the Purchasing Division of the Nevada Department of Administration. This FTA

¹ UZA – Acronym for Urbanized Area which is a Census-designated area with a population of at least 50,000 people. The Lake Tahoe UZA encompasses the entire Lake Tahoe Basin with a legislatively determined >200,000 population. FTA uses the Census Bureau's Urban Area Census Code (UACE) to identify UZAs. The UACE is a five-digit code that uniquely identifies an urban area. The urbanized area formula grant programs provide federal resources to assist with transportation-related planning, transit capital, and operating assistance in urbanized areas. The funding is based on legislative formulas.

compliant contract is valid through June 30, 2026 and open to any subdivision of the State of Nevada.

Additional Information:

If you have any questions or comments regarding this item, please contact George Fink at (775) 589-5325 or gfink@tahoetransportation.org.

Attachments:

- A. RO Bus Sales Quote – EV Vans
- B. RO Bus Sales Quote – Gasoline Vans



RO Bus Sales
 2701 Westwood Dr, Las Vegas NV, 89109
 Phone/Fax: (702) 798-0029 / (702) 835-1434

VIN: **TBD**
 Invoice: **TBD**
 Stock Number: **TBD**
 Date: **10/11/2024**

Quote Form

Agency:	Tahoe Transportation District	Vehicle Type:	Van
Contact:	Chris Jacobs	Year:	2024
Address:	128 Market St #3F	Manufacturer:	Ford
City/ST/Zip:	Stateline, NV 89410	Model:	E-Transit
Phone/Fax:	(775) 589-5509	Type:	Electric
Email:	cjacobs@tahoetransportation.org	Passenger:	5 Passenger / 3 Wheelchair Positions
P.O. #	TBD	Lift Manufacturer:	Braun Ability
Sales Person:	Elizabeth Diaz	Lift Type:	Side Braun Lift
Ford GPC	TBD	Seat Type:	GO-ES Freedman Seating

Quantity:	Vehicle Description	Price	Ext. Price
1	Sunset Vans - Vehicle #2 - Floor Plan 1 - Ford Transit High Roof EL Single Rear Wheel, 5 Passenger / 3 Wheelchair Positions, Interior Lights, ABS Full Interior, Driver Heavy Duty Running Board, Rear A/C System, "B" Pillar, Braun Lift Side Entry, Interlock for Lift, Back Up Alarm, Entrance Grab Bar, Safety Kit, Window Tint.	\$106,507.35	\$106,507.35
Published Options			
1	Rear Bus Entry Door - A&M Power Door	\$9,900.00	\$9,900.00
1	AngelTrax VULCANVX5AI 4 Camera System	\$3,600.00	\$3,600.00
1	12V Radio Prewire Kit	\$310.00	\$310.00
3	Q'Straint Retractable Shoulder & Lap Belt Combination Mounted for L-Track on Top and Bottom and Add L-Track on Side Wall for Each W/C Position	\$820.00	\$2,460.00
1	Upgrade to Premium GO-ES Seats - Required on AdaptaFloor	\$3,750.00	\$3,750.00
1	Electric Vehicle Upgrade - Includes AdaptaFloor T170 Class, Aluminum Vertical Track Floor, Rear A/C Heat Combo Required on EV Units	\$28,623.00	\$28,623.00

Subtotal

Quote Valid For 30 Days

DISCLAIMER OF WARRANTIES

The Seller, RO BUS SALES, Hereby Expressly Disclaims All Warranties, Either Expressed or Implied, Including Any Implied Warranty Merchantability of Fitness For A Particular Purpose, and RO BUS SALES Neither Assumes Nor Authorizes Any Other Person To Assume For It Any Liability In

Elizabeth Diaz

Sales Representative

Elizabeth Diaz
 Sales Representative's Signature

10/11/2024

Date

DISCLAIMER OF DELIVERY

Delivery is expected within 200 days. Delivery may occur sooner than expected.

Delivery time may be extended if OEM supply chains are extended.

Chris Jacobs

Purchaser Name

Purchaser's Signature

Date

THE SIGNER OF THE ABOVE AGREEMENT MUST BE AUTHORIZED TO SIGN ON BEHALF OF THE PURCHASING ENTITY AND OR INDIVIDUAL

Base Price	\$106,507.35
Options	\$48,643.00
Total	\$155,150.35
Doc Prep Fee	\$470.75
Taxable Amount	\$155,150.35
Tax Total	Tax Exempt 7.1%
Subtotal	\$155,621.10
DMV Fee	\$28.25
Delivery Fee	\$1,900.00
Total	\$157,549.35
Number of Units	2
Final Total	\$315,098.70

Stateline, NV

RO Limited Warranty (30 Days)

(Check Box)

Factory Certified Warranty

(Check Box)

As Is, No Warranty

Make Check Payable to: R O Bus Sales



RO Bus Sales
 2701 Westwood Dr, Las Vegas NV, 89109
 Phone/Fax: (702) 798-0029 / (702) 835-1434

VIN: **TBD**
 Invoice: **TBD**
 Stock Number: **TBD**
 Date: **10/11/2024**

Quote Form

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City/ST/Zip:	Stateline, NV 89410	Model:	Transit																								
Phone/Fax:	(775) 589-5509	Type:	Gas																								
Email:	cjacobs@tahoetransportation.org	Passenger:	5 Passenger / 3 Wheelchair Positions																								
P.O. #	TBD	Lift Manufacturer:	Braun Ability																								
Sales Person:	Elizabeth Diaz	Lift Type:	Side Braun Lift																								
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MEMORANDUM

Date: October 31, 2024

To: Tahoe Transportation District (TTD) Program Implementation Committee

From: Jim Marino, Deputy District Manager

Subject: Recommend the TTD Board of Directors Approve Contract Amendment 1 with Parametrix, Inc. to Amend the Existing Contract in the Amount of \$160,760 for a Total Amount Not to Exceed Amount of \$1,026,923 for the Data Aggregation Plan for Lake Tahoe Basin Roadways SMART Grant Program

Action Requested:

It is requested the Committee recommend the Board of Directors to authorize the District Manager to execute contract amendment 1 (Attachment A) with Parametrix Inc. at an amount not to exceed \$1,026,923. This amendment will increase the original contract by \$160,760 to purchase and install servers and related ITS equipment at the Caltrans Traffic Management Center to support the TTD’s SMART Program Stage 1 Grant per the additional Scope of Work attached to the Contract amendment.

Fiscal Analysis:

All expenditures associated with this item for the fiscal year are in the approved FY25 budget, with the additional \$160,760 requested for this amendment to be appropriated from existing SMART Program Stage 1 grant balance of \$1,069,218.96.

Work Program Impact:

All work associated with this effort is captured under respective elements of the approved FY25 Work Program. This project aligns with Strategic Goal SG-4, conduct project level planning, provide leadership and fundraise for new regional transportation system elements.

Background:

The Lake Tahoe Regional Transportation Plan (RTP) provides for advancement in technology improvements pertaining to transportation and is supported by the 2015 Tahoe Basin Intelligent Transportation Systems (ITS) Strategic Plan, which advances implementation of technology to address the needs and challenges around tourism, adverse weather and road conditions, safety, and environmental concerns.

To this end, TTD applied for and was awarded a USDOT Stage 1 SMART Program grant in the amount of \$1,489,000 on September 15, 2023. The grant supports the development and prototyping of equipment and artificial intelligence software ITS based infrastructure at each of the Basin’s entry and exit points, as well as other locations within the internal corridors of the Basin for purposes of collecting rural transportation data so that Basin agencies can be better informed of the impacts to the local and regional transportation system. It is important to note, the grant does not allow for License Plate Recognition (LPR) technology.

JM/ja

AGENDA ITEM: V.C.
PIC AGENDA ITEM: III.B.

Pursuant to the award, TTD issued a Request for Proposals (RFP). Upon evaluation of RFP proposals, TTD awarded a contract to Parametrix in the amount not to exceed \$866,163 for the planning and prototyping scope of work.

Discussion:

The SMART Program funding requires the Stage 1 projects be completed and submitted to USDOT no later than March 15, 2025. The SMART program grant timeline is half the timeline of typical federal grant programs. The short timeline of the grant applies pressure on the grantees to perform.

To date, TTD's performance on the project has been aggressive and, for the most part, on schedule. However, procurement of certain equipment and permits to install the equipment at specific locations within Nevada and California states' rights of way have taken more time than planned. The delay is not a result of poor planning, but more of typical process that would not generally be an issue if the grant timeline was the typical 36 months of most programs.

NDOT has provided TTD with URL access to many of their existing cameras within the basin and TTD/Parametrix have been collecting and analyzing data from that agreement. However, the California side of the basin has been more challenging. Recently, Caltrans has agreed to allow TTD's consultant to install servers and other related equipment at the Caltrans Traffic Management Center (TMC) in Sacramento, which will allow access to the following Caltrans structure mounted cameras in the basin:

1. Hwy 50 at Meyers
2. Hwy 28 at Hwy 267 Kings Beach
3. Hwy 89 at Hwy 28
4. Hwy 89 at Rampart
5. Hwy 50 at Hwy 89
6. Hwy 267 at Brockway Summit

This effort will quickly allow us to begin collecting data on the California side without requiring independent location specific encroachment permits, saving significant time in an already shortened grant timeline. The scope of work and materials required for the TMC operation was not originally contemplated in the scope of work with Parametrix under the current contract. As such, TTD requested a proposal for the additional scope. Staff recommends amending the existing contract in the amount of \$160,760 for a total contract amount not to exceed \$1,026,923.

While the deployment of equipment at specific locations has been somewhat delayed, TTD has submitted all required progress reports and milestone information to USDOT, including the draft implementation report which was due September 15, 2024. In addition to meeting specific milestones of the grant, TTD also applied for Stage 2 Implementation funding in the amount of \$9.5M.

Additional Information:

If you have any questions or comments regarding this item, please contact Jim Marino at (775) 557-4901 or jmarino@tahoetransportation.org.

Attachment:

- A. Contract Amendment 1

JM/ja

AGENDA ITEM: V.C.
PIC AGENDA ITEM: III.B.

**AGREEMENT FOR SERVICES
BETWEEN
TAHOE TRANSPORTATION DISTRICT
AND
PARAMETRIX, INC.**

AMENDMENT 1

This Amendment to the Agreement for Services between Tahoe Transportation District and Parametrix, Inc. is dated and effective as of November xx, 2024. This Agreement is by and between Tahoe Transportation District, a bi-state special purpose district created by the Tahoe Regional Planning Compact, ("District") and Parametrix, Inc. ("Contractor").

The following provisions of the Agreement are hereby amended in accordance with Section 26 "Administration and Implementation" and Section 27 "Amendment" of this Agreement.

The Agreement is hereby amended as shown below. All other provisions in the Agreement shall remain in effect.

SECTION 2. SCOPE OF SERVICES & SCHEDULE OF PERFORMANCE.

- (a) Scope of Services. Contractor agrees to perform additional services set forth in the attached Exhibit "A".

SECTION 4 (a). COMPENSATION AND METHOD OF PAYMENT.

(a) Subject to any limitations set forth in this Agreement, District agrees to pay Contractor the amounts specified in Exhibit "B" "Compensation" and made a part of this Agreement by this reference. The total compensation, including reimbursement for actual expenses, shall not exceed **one million, twenty six thousand, nine hundred and twenty three dollars (\$1,026,923)**, unless additional compensation is approved in writing in accordance with Section 26 "Administration and Implementation" or Section 27 "Amendment" of this Agreement.

TAHOE TRANSPORTATION DISTRICT

Carl Hasty
District Manager

ATTEST:

Judi Allen
Clerk of the Board

PARAMETRIX, INC.

Nathan S. Johnson PhD, PE
SVP, SW Region Leader

Tahoe Transportation District Data Services for TTD SMART Grant Project Amendment 1

Introduction

The purpose of this amendment is to provide services to setup and configure equipment to gather data for the completion of the TTD SMART grant Prototype and Testing Support Services.

Task 01 – Project Management and Coordination

The objective of this task is to provide overall project management of the consultant contract with Tahoe Transportation District.

This task includes general management functions that include the following:

- Project and sub consultant management.
- Scheduling, invoicing, and project reporting.
- Coordination meetings with TTD and Caltrans. This includes coordinating with Caltrans regarding their requirements related to setting up the data collection server at their traffic management center.

Task 02 – System Setup and Configuration

Subtask 02-01 – Existing Caltrans Locations

Setting up and configuring a computer server at the Caltrans District 3 Traffic Management Center (TMC) to connect to Caltrans' existing cameras at the following locations:

1. CalTrans Hwy 50 at Meyers,
2. CalTrans Hwy 28 at Hwy 267 Kings Beach,
3. CalTrans Hwy 89 at Hwy 28,
4. CalTrans Hwy 89 at Rampart,
5. CalTrans Hwy 50 at Hwy 89,
6. CalTrans Hwy 267 at Brockway Summit.

The project technicians will set up, configure, and test the server, communication links provided by Caltrans, data collection zones for each location, and data aggregation.

Target completion for the Caltrans server setup and operations is 30 working days from notice to proceed, subject to Caltrans schedule and availability.

Subtask 02-02 –New TTD Locations

Setting up and configuring three (3) new edge camera servers with communications to be installed by TTD at the following locations:

1. US 50 at Pioneer Trail,
2. US 50 at Wildwood, Eastbound,
3. US 50 Park and Ride in Carson City.

Deliverables

- Configured data collection server and application at six (6) existing Caltrans TMC camera locations.
- Setup and configure three (3) new edge camera servers with communication at TTD Locations.

Task 03 – Data Collection and Management

This task includes collection of the data as noted below in the assumptions section for a period of six (6) months. This task includes any trouble shooting, adjustments, and coordination with TTD and Caltrans for the duration of the data collection period. The task also includes the aggregation and management of the data and providing access to the data via a web browser

Deliverables

- Access to all collected data for six (6) months after server setup and configuration.

Assumptions

- Derq USA, will serve as a subconsultant to Parametrix, who will provide the computer hardware, setup, configuration and software and licenses.
- Derq, USA subconsultant agreement with Parametrix will include compliance with the terms and conditions of the TTD/Parametrix prime agreement and amendment for this scope of work.
- The above scope and services are contingent on Caltrans approval to move forward with the server installation at their TMC.
- The data collection will be done in an automated manner using advanced AI video analytics.
- Data collection duration is for a period of six (6) months. Data collected daily in 15 minute and hourly increments and filtered and reported by location, date, and time.
- Data to be collected:
 - Traffic volumes, speeds, and classifications,
 - Turning movement counts at intersections,
 - Near misses at intersections,

- Events (wrong way driving, lanes compliance, illegal crossings at intersections).
- This scope of work does not include any field installation/construction of any roadway equipment such as cameras, cabling, power, or edge computers.
- This scope of work end date is to be March 15, 2025 based on USDOT SMART grant application, unless a grant extension is submitted and approved by USDOT.
- No services will be provided after March 15, 2025 if an extension is not approved by USDOT.
- Appendix A provides a list of the hardware and software licenses to be supplied as part of this scope of work.

Budget and Fee Schedule

The work outlined in the above scope will be performed on a lump sum basis. The estimated budget for the outline scope of work will be a not to exceed \$160,760.00. This amount will not be exceeded without prior authorization of TTD. The budget shall not be amendment without mutual agreement of both parties.

Task 1 – Project Management and Coordination for \$31,000.00

To be invoiced equally over 4 monthly payments, first monthly payment is 30 days from Notice to Proceed (NTP).

Task 2 – System Setup and Configuration for \$102,760.00

- Invoice 1 for \$34,050.00 after equipment installation at Caltrans TMC.
- Invoice 2 for \$44,140.00 after setup and configuration of initial data collection of Caltrans server.
- Invoice 3 for \$24,570.00 after setup and configuration of initial data collection at three (3) TTD camera locations.

Task 3– Data Collection and Management for \$27,000.00

- Invoice 1 for \$9,000.00 for services through December 20, 2024.
- Invoice 2 for \$9,000.00 for services through January 30, 2025.
- Invoice 3 for \$9,000.00 for services February 29, 2025.

Hicham Chatila

Hicham Chatila, PE, TE, PTOE
Project Manager

October 25, 2024

Appendix A – Hardware & Software Licenses

Hardware / Software Items	No. of Items	Comment
Server with up to 20 video feeds	1	Caltrans TMC
Wireless Router and Services	1	Caltrans TMC
Derq, USA Edge Device Kit	3	TTD Locations
Wireless Router and Services	2	TTD Locations
360 HD Camera	3	TTD Locations
Derq, USA Insight Software License	9	Multimodal data collection and safety insights for all camera locations.

MEMORANDUM

Date: October 31, 2024
To: Tahoe Transportation District (TTD) Program Implementation Committee
From: George Fink, Transportation Services Director
Subject: Informational Update on the Zero Emission Fleet Conversion Plan

Action Requested:

It is requested that Committee members receive an informational update of the Zero Emission Fleet Conversion Plan (ZEFCP).

Fiscal Analysis:

All expenditures associated with this item for the fiscal year are in the approved FY25 budget, with \$309,500 from California's State Highway Account (SHA) grant funds and \$40,099 in local match from the Transportation Development Act (TDA) allocations – a match of 11.47%. The total project budget is \$349,599. The total contract cost is \$189,857.

Work Program Impact:

All work associated with these efforts is captured under respective elements of the approved FY25 Work Program, with corresponding allotted staff time under respective projects. Transit system reporting aligns with Strategic Goal **SG-3** "Fund and operate regional multi-modal transportation systems."

Background:

In December 2022, the Board of Directors directed Staff to achieve a zero-emission bus (ZEB) fleet by 2040. TTD released a Request for Proposals (RFP) on July 17, 2023 seeking assistance to develop a ZEFCP to meet this challenge. The contract was awarded to Stantec Consulting at the September 2023 Board of Directors meeting. A notice to proceed was issued on November 7, 2023.

The RFP included an extensive scope of work that analyzes the planning, scheduling and dispatching bus routes, operations and fleet maintenance, fleet size, funding ZEB procurements, staffing and training personnel, infrastructure needs, fuel/charging cost, regulatory compliance, and maintenance and management. The plan provides TTD, or other operator(s), with the tools to transition to a zero-emission fleet by 2040.

The final plan will be a road map to full zero emission technology adoption incorporating the entire lifecycle of the vehicles and supporting infrastructure.

Discussion:

The ZEFCP schedule included the following tasks and dates:

Completed

Task 1: Stakeholder Workshops & Engagement	02-01-2024
Task 2: Existing Conditions & Data Collection	04-13-2024
Task 3: Modeling Summary	06-19-2024
Task 4: GHG Reduction Benefits	07-17-2024
Task 5: Charging/Fueling/Infrastructure Strategy	08-12-2024
Task 6: Plan-Level Cost Estimates	09-14-2024

Pending

Task 7: Draft ZEB Conversion Plan	10-31-2024
Task 8: Final Rollout Plan	11-19-2024

The project finalization is underway, and Staff anticipate bringing the plan forward for adoption at the December or January Board meeting.

Additional Information:

If you have any questions or comments regarding this item, please contact George Fink at (775) 589-5325 or gfink@tahoetransportation.org