



# CAPITOL CORRIDOR JOINT POWERS AUTHORITY

## MEETING OF THE BOARD OF DIRECTORS

**September 20, 2017**

**10 a.m.**

City Council Chambers  
Suisun City Hall  
701 Civic Center Blvd., Suisun City, CA  
(see attached map)

A simultaneous teleconference call will take place at:

**County of Yolo  
Davis Office Building  
600 A Street, Suite B  
Davis, CA 95616**

### AGENDA

- I. Call to Order
- II. Roll Call and Pledge of Allegiance
- III. Report of the Chair
- IV. Consent Calendar *Action*
  1. Minutes of the June 21, 2017 Meeting
  2. Supplemental Funding for FY 17 CCJPA Budget: Capitalized Maintenance Allocation
  3. CCJPA FY 16/17 CalOES Safety/Security Project List
  4. Railroad Right-of-Way Aerial Imagery Project
- V. Action and Discussion Items
  1. CCJPA FY18 Budget *Action*
  2. CCJPA/Amtrak FY 18 Operating Agreement *Action*
  3. FY 18 Marketing and Communications Program *Action*
  4. Legislative Matters *Action*
  5. CCJPA Project Applications for FY 18 SB1 Funding Programs *Action*
  6. On-Call Consultant Planning/Engineering Support Services [2017-2020] *Action*
  7. Communication Protocols During Service Incidents [Stations, Trains, Media, Other] *Discussion*
  8. Managing Director's Report (including Results of Annual On-Board Surveys (May 2017)) *Info*
  9. Overview of Hercules Intermodal Transit Center (by City of Hercules) *Info*
  10. Work Completed *Info*
    - a. Release of Charger Locomotives into Revenue Service
    - b. Marketing Activities (June – August 2017)
  11. Work in Progress *Info*
    - a. CCJPA Sacramento-Roseville 3<sup>rd</sup> Track Project Phase 1
    - b. Northern California Megaregional Passenger Rail Planning
    - c. On-Board Information System Project (OBIS)
    - d. CCJPA Bike Access Program
    - e. Station Signage and Platform Safety Upgrades
    - f. Richmond Station Platform Improvements
    - g. Renewable Diesel Pilot Program: Status Report
    - h. CCJPA Procurement Policy (Update)
    - i. Fairfield/Vacaville Station (Opening Fall 2017)
    - j. Upcoming Marketing Activities
- VI. Board Director Reports
- VII. Public Comment
- VIII. Adjournment. Next Meeting Date: 10:00 a.m., November 15, 2017 at City Council Chambers, Suisun City Hall, 701 Civic Center Blvd., City of Suisun City, CA

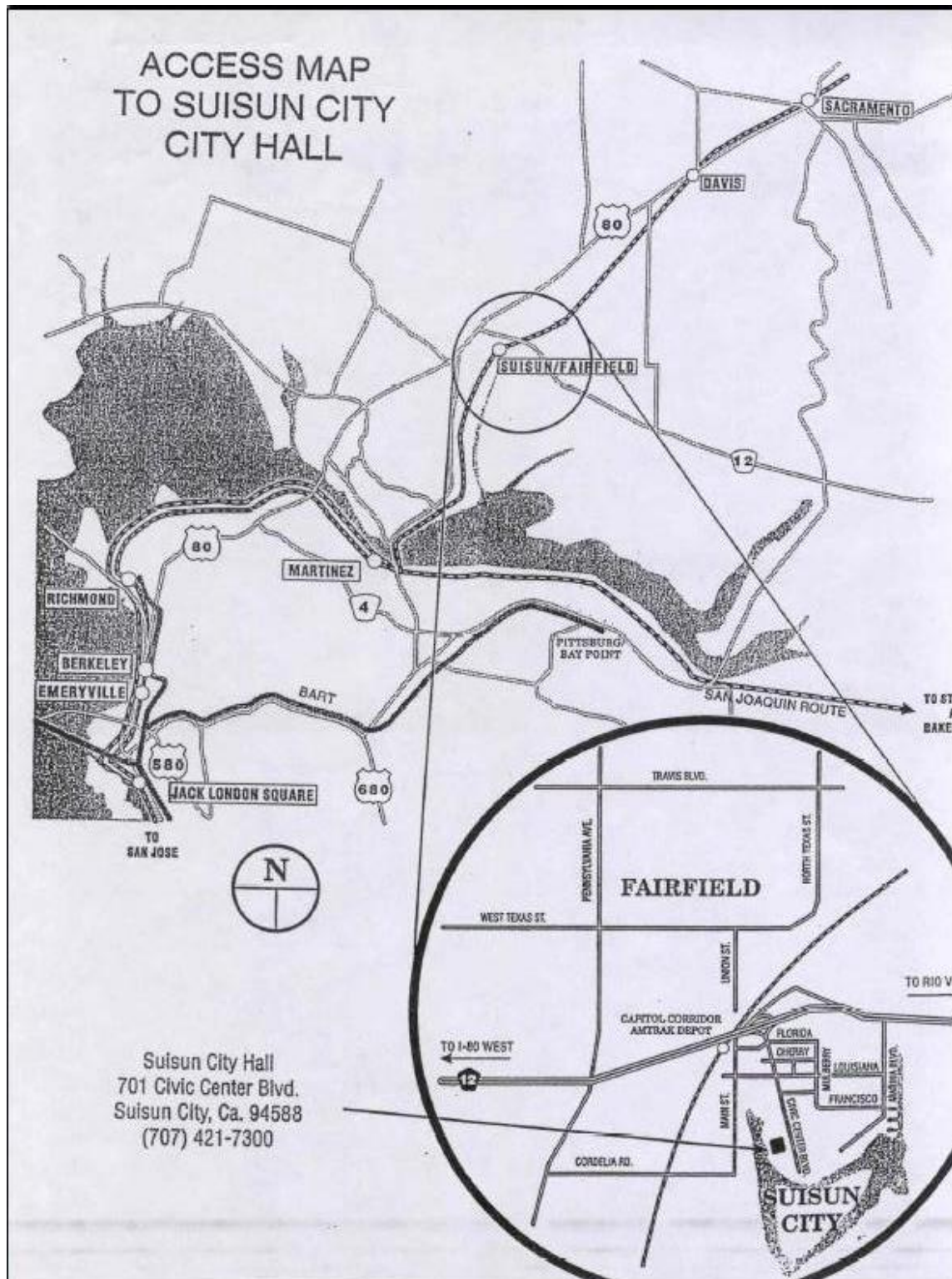
### Notes:

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 take action 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.

# MAP DIRECTIONS TO SUISUNCITY HALL



**CAPITOL CORRIDOR JOINT POWERS AUTHORITY  
Regular Board Meeting**

**TO BE PROVIDED UNDER SEPARATE COVER ONCE COMPLETED**

# CAPITOL CORRIDOR JOINT POWERS AUTHORITY

## MEMORANDUM

**TO:** Capitol Corridor Joint Powers Board

**DATE:** September 14, 2017

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

**SUBJECT:** SUPPLEMENTAL FUNDING FOR FY 17 CCJPA BUDGET: CAPITALIZED  
MAINTENANCE ALLOCATION

### PURPOSE

For the CCJPA Board to approve an updated FY 17 budget for the CCJPA based on a supplemental allocation from the California State Transportation Agency (CalSTA) for Capitalized Maintenance Program.

### BACKGROUND

The CCJPA received a supplemental allocation letter (dated June 21, 2017) of funds for the CCJPA's FY 16-17 Budget from CalSTA Secretary Kelly. The funding amount is \$1,000,000 and is to be used on the CCJPA's Capital Maintenance Program and increases the initial FY 16-17 CalSTA allocation letter (dated September 14, 2016) by \$1 million. Per the letter, these supplemental funds will allow for the continuance of the CCJPA's Capital Maintenance Program with the Union Pacific Railroad, which has kept service reliability/on-time performance at superior levels for the past 10 years (90% or better, currently at 91%). Staff initially requested an allocation of these funds in Spring 2017 to the California Transportation Commission (CTC) through the STIP Interregional Improvement Program but instead CalSTA has decided to directly allocate funds directly to the CCJPA.

The CCJPA Board adopted the CCJPA FY 17 budget via Resolution 16-11 at its September 21, 2016 meeting, which includes the ability for the CCJPA to accept additional (or further) amounts authorized and allocated to the CCJPA. Thus, pursuant to CCJPA Board Resolution 16-11, this additional \$1,000,000 would increase the CCJPA's FY 16-17 budget to \$37,354,000.

### RECOMMENDATION

The SCG recommends that the CCJPA Board adopt a revised FY 17 Budget for the CCJPA of \$37,354,000 to include the supplemental allocation of \$1,000,000 the CCJPA received from the CalSTA Secretary on June 21, 2017.

Motion: The CCJPB adopts the attached resolution.

BEFORE THE  
CAPITOL CORRIDOR JOINT POWERS AUTHORITY  
BOARD OF DIRECTORS

In the Matter of  
Approving an Update to the  
CCJPA FY 17 Budget/

Resolution No. 17-09

**WHEREAS**, the Capitol Corridor Joint Powers Authority Board of Directors adopted Resolution 16-11 at its September 21, 2016 meeting approving the FY 16-17 Budget totaling \$36,354,000; and

**WHEREAS**, the CCJPA received a supplemental allocation letter (dated June 21, 2017) of \$1,000,000 for the CCJPA's FY 16-17 Budget from the Secretary of the California State Transportation Agency (CalSTA); and

**WHEREAS**, the supplemental funding of \$1,000,00 is to be used on the CCJPA's Capital Maintenance Program with the Union Pacific Railroad, which has kept service reliability/on-time performance at superior levels for the past 10 years (90% or better, currently at 91%); and

**WHEREAS**, the supplemental allocation increases the CCJPA FY 16-17 Budget of \$36,354,000 by \$1 million to \$37,354,000; and

**WHEREAS**, CCJPA Board Resolution 16-11 provides the ability for the CCJPA to accept additional amounts authorized and allocated to the CCJPA; and

**RESOLVED**, the CCJPA Board does hereby adopt an updated CCJPA FY 16-17 Budget of \$37,354,000 pursuant to the receipt of a supplemental allocation of \$1,000,000 received from CalSTA (June 21, 2017) for the purposes of continuing the CCJPA Capitalized Maintenance Program.

**AND BE IT FURTHER RESOLVED**, that the CCJPA forthwith transmit a copy of this resolution to CalSTA and Caltrans Division of Rail and Mass Transportation.

# # #

<b>ACTION:</b>	<b>DATE:</b>	<b>ATTEST:</b>
<b>Ayes:</b>		<hr/> <b>Kenneth A. Duron</b> <b>Secretary</b>
<b>Noes:</b>		
<b>Abstain:</b>		

# CAPITOL CORRIDOR JOINT POWERS AUTHORITY

## MEMORANDUM

**TO:** Capitol Corridor Joint Powers Board

**DATE:** September 14, 2017

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

**SUBJECT:** CCJPA FY 16/17 CalOES SAFETY/SECURITY PROJECT LIST

### PURPOSE

For the CCJPA Board to adopt the recommended CCJPA project list for the CalEOS Proposition 1B FY 16-17 Transit Safety/Security Project Program.

### BACKGROUND

FY 16-17 Proposition 1B Safety/Security funding administered by the California Office of Emergency Services (CalOES) is in the last year of the ten-year program. In the final year, the CCJPA's share is \$1,547,520 according to a formula established among the eligible Intercity Passenger and Commuter Rail operators across California. Pursuant to CalOES requirements, the CCJPA has submitted a required investment justification for two projects:

- Project 1: Facility and Wayside/Operational Safety Improvement [\$749,000]
- Project 2: On-Board Information System [\$798,520]

These project descriptions are consistent with the last several years. Project 1 allows a wide latitude of suitable safety/security related projects to occur along the track and station areas of the Capitol Corridor service corridor. The description will allow for funding CCJPA's share of Positive Train Control (PTC) (based on concurrence on funding shares among the rail services along the UPRR route) as well as a wide variety of other improvements such as safety fences, security cameras, or platform edge warning strips. Project 2 continues CCJPA's share of involvement in implementing the OBIS system (see Work in Progress agenda item) for the Northern California Fleet.

Depending on how both projects progress and funding deadlines can be effectively met, CCJPA is allowed to modify the way the shares are allocated between the two supported projects. To complete the required application package for these funds, a resolution from the CCJPA Board is required by CalOES.

### RECOMMENDATION

The SCG recommends that the CCJPA Board adopt the list of projects for inclusion in the CalEOS Proposition 1B FY 16-17 Transit Safety/Security Project Program and authorizes the flexibility to adjust the allocation of such funding among the approved projects in order to meet CalOES fund expenditure requirements.

Motion: The CCJPB adopts the attached resolution.

BEFORE THE  
CAPITOL CORRIDOR JOINT POWERS AUTHORITY  
BOARD OF DIRECTORS

In the Matter of

Providing Authorization to Obtain FY 16-17 Funds

From the State of California Office of Emergency Management Services/

Resolution No. 17-10

**WHEREAS**, Proposition 1B (“Prop 1B”), titled *the “Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006,”* was passed by the state’s voters on November 7, 2006 and provides \$19.925B in general obligation bonds that will become available through annual enactment by the Legislature for improvements to the state’s transportation network; and

**WHEREAS**, one of those funding accounts established in Proposition 1B was \$1 billion from the Transit Security and Safety Account, of which, \$150 million was set aside for the state’s intercity passenger rail system and Metrolink commuter trains in Southern California and Altamont Corridor Express trains in Northern California; and

**WHEREAS**, these Prop 1B transit safety and security funds for intercity passenger and commuter rail trains have been named “California Transit Security Grant Program - Intercity Passenger/Commuter Rail” (“CTSGP-IPCR”) and are to be allocated by California Office of Emergency Services (“CalOES”); and

**WHEREAS**, CCJPA has developed a list of eligible projects for the Capitol Corridor for its share of FY 16-17 State appropriations of \$1,547,520 from CalOES listed below:

- Project 1: Facility and Wayside/Operational Safety Improvement [\$749,000]
- Project 2: On-Board Information System [\$798,520]

**WHEREAS**, CalOES requires that the governing body of each recipient agency adopt a resolution authorizing the person or persons who may enter into agreements with CalOES on behalf of the governing body; and

**WHEREAS**, in order to meet the expenditure timelines stipulated by CalOES for the allocation of annual funds, the CCJPA seeks to achieve the flexibility to adjust the allocation of such CalOES funding among the approved projects; and

**RESOLVED**, that the Board of Directors of the Capitol Corridor Joint Powers Authority provides that the Executive Director or Managing Director are hereby authorized to execute for and on behalf of the Capitol Corridor Joint Powers Authority, a public entity established under the laws of the State of California, any actions necessary for the purpose of obtaining financial assistance provided by CalOES, including adjustment of such funding between adopted CTSGP-IPCR Projects starting with the allocated CalOES FY 16-17 funds.

**Certification**

I, Kenneth A. Duron, duly appointed and Secretary of the Board of Directors do hereby certify that the above is a true and correct copy of a resolution passed and approved by the Board of Directors of the Capitol Corridor Joint Powers Authority on the \_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

# CAPITOL CORRIDOR JOINT POWERS AUTHORITY

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## MEMORANDUM

**TO:** Capitol Corridor Joint Powers Board

**DATE:** September 20, 2017

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

**SUBJECT:** RAILROAD RIGHT-OF-WAY AERIAL IMAGERY PROJECT

### PURPOSE

For the CCJPA Board to approve the budget for a railroad right-of-way (ROW) aerial imagery project for the Capitol Corridor service route.

### BACKGROUND

CCJPA staff have identified a need for detailed, high-resolution, aerial imagery of the railroad ROW that Capitol Corridor trains operate on for engineering and project tracking purposes. The aerial imagery provided by public sources such as Google Earth are adequate only for certain uses since the imagery resolution is limited, whereas a dedicated aerial imagery photography effort would produce high-resolution stereo image that captures very small details along the ROW such as fencing edges and possible encampments. The high-resolution aerial imagery will be a valuable resource for the many engineering design projects that CCJPA staff are and will be leading, including Sacramento to Roseville Third Track and Oakland to San Jose Phase 2. The aerial imagery will also provide photo documentation for various trackside safety projects in the past and future, such as fencing and ROW clearing projects.

The estimated cost of the professional aerial imagery work is \$150,000. Staff have identified \$150,000 from FY 15 CCRP funds that the CCJPA can use to implement this project. Once the budget is approved, CCJPA staff will begin the procurement process for aerial photography professional services.

### RECOMMENDATION

The SCG recommends that the CCJPA Board adopt a budget of not-to-exceed \$150,000 for a right-of-way (ROW) aerial imagery project for the Capitol Corridor service route and authorize the CCJPA Executive Director or her designee to enter the necessary agreements for the implementation of the project.

Motion: The CCJPB adopts the attached resolution.



BEFORE THE  
CAPITOL CORRIDOR JOINT POWERS AUTHORITY  
BOARD OF DIRECTORS

In the Matter of  
Approving a Budget for the  
Railroad Right-of-Way Aerial Imagery Project/

Resolution No. 17-11

**WHEREAS**, the CCJPA staff regularly use aerial imagery of the railroad right-of-way that Capitol Corridor trains operate on for engineering and planning projects; and

**WHEREAS**, public sources of aerial imagery provide limited imagery resolution; and

**WHEREAS**, the CCJPA has need for higher-resolution aerial imagery of the railroad right-of-way that Capitol Corridor trains operate on for engineering and planning projects, including for project tracking and documentation purposes; and

**RESOLVED**, that the CCJPB does hereby approve a not-to-exceed budget of \$150,000 in FY 15 CCJPA CCRP funds for a right-of-way aerial imagery project for the Capitol Corridor service route;

**AND BE IT FURTHER RESOLVED**, that the CCJPB hereby authorizes the CCJPA Executive Director or her designee to enter all necessary agreements required to complete the right-of-way aerial imagery project.

# # #

ACTION:                      DATE:		ATTEST:
Ayes:		<hr/> <b>Kenneth A. Duron</b> Secretary
Noes:		
Abstain:		

# CAPITOL CORRIDOR JOINT POWERS AUTHORITY

## MEMORANDUM

**TO:** Capitol Corridor Joint Powers Board

**DATE:** September 12, 2017

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

**SUBJECT:** CCJPA FY 18 BUDGET

### PURPOSE

For the CCJPA Board to adopt the CCJPA FY18 budget based on enactment of the State Budget Act of 2017.

### BACKGROUND

Pursuant to the Interagency Transfer Agreement, the Secretary of the California State Transportation Agency (CalSTA) is required to allocate funds in the state budget to cover the CCJPA's annual budget for the period covering July 1 to the following June 30. On June 28, 2017, the Governor enacted the State Budget Act of 2017, which covers the period from July 1, 2017 through June 30, 2018. Pursuant to the budget enactment, the Secretary of the California State Transportation Agency (CalSTA) transmitted the FY 18 Allocation Letter to the CCJPA on September 5, 2017 which provides the following amounts to support the CCJPA's activities in managing the Capitol Corridor services:

Budget Item	FY17 Final Budget	FY 18 CCJPA Business Plan (b)	FY 18 Budget (CalSTA Allocation)	Difference (Final vs. FY 17)	% Change
<b>Amtrak Contract (a)</b>					
3 <sup>rd</sup> Party Costs (Fuel, Host Railroad)	\$ 11,333,000	\$ 12,577,000	\$ 12,577,000	+ \$1,244,000	+10.98%
Amtrak Operations	\$ 49,954,000	\$ 51,582,000	\$ 51,582,000	+ \$1,628,000	+3.26%
Revenues	\$ 29,558,000	\$ 32,902,000	\$ 33,159,000	+ \$3,601,000	+12.18%
TOTAL-Amtrak (less Revenues)	\$ 31,729,000	\$ 31,257,000	\$ 31,000,000	- \$729,000	-2.30%
<b>CCJPA Call Center</b>	\$ 817,000	\$ 817,000	\$ 1,074,000	+ \$257,000	+31.46%
<b>CCJPA Administrative</b>	\$ 2,134,000	\$ 2,134,000	\$ 2,134,000	\$ -	0.00%
<b>CCJPA Marketing</b>	\$ 1,174,000	\$ 1,174,000	\$ 1,174,000	\$ -	0.00%
<b>Total CCJPA Operating Budget</b>	<b>\$35,854,000</b>	<b>\$ 35,382,000</b>	<b>\$ 35,382,000</b>	<b>-\$472,000</b>	<b>-1.32%</b>
Supplemental Minor Capital (d)	\$ 500,000	\$500,000	\$ 500,000	\$ -	0.0%
Capitalized Maintenance (e)	\$1,000,000				
<b>TOTAL – CCJPA Budget</b>	<b>\$37,354,000</b>	<b>\$ 35,882,000</b>	<b>\$ 35,882,000</b>	<b>-\$1,472,000</b>	<b>-3.94%</b>

- Not-to-exceed budget amount [\$31,000,000] for FY2018 CCJPA/Amtrak Operating Agreement (see Agenda Item VI.2) to support 30 weekday (and 22 weekend) trains and associated feeder bus routes.
- The CCJPA Business Plan Update submitted to CalSTA in April 2017.
- The decrease is due to increased revenues and lower connecting bus expenses.
- Separate allocation from State to CCJPA for funds to support small scale projects
- Separate allocation from State to CCJPA to continue annual (FY 18) program of state of good repair track infrastructure projects.

Excluding capital funding, the FY 18 budget is \$472,000 [-1.32%] less than the CCJPA's budget for FY 17 primarily due to a forecasted increase in revenues that offsets the increased operating expenses. One notable increase in operating expenses is the \$257,000 increase in BART/CCJPA Call Center expenses (when compared to FY 17 budget) which was due to an upward adjustment [+5%] in BART overhead/support costs and an improved budget forecast to reflect actual new operating hours for the Call Center.

### RECOMMENDATION

It is recommended that the CCJPA Board, in accordance with Section 8.1 of the Amended Joint Exercise Powers Agreement to Establish the CCJPA, adopt the CCJPA FY 18 budget of \$35,882,000 pursuant to the enactment of State Budget Act of 2017 and the allocation of such funds by the State to the CCJPA.

Motion: The CCJPA Board adopts the attached resolution.

BEFORE THE  
CAPITOL CORRIDOR JOINT POWERS AUTHORITY  
BOARD OF DIRECTORS

In the Matter of  
Adopting the Capitol Corridor  
Joint Powers Authority  
Fiscal Year 18 Budget/

Resolution No. 17-12

**WHEREAS**, the State Budget for Fiscal Year 18, which covers the period July 1, 2017 through June 30, 2018, was enacted on June 28, 2017; and

**WHEREAS**, the CCJPA has received the FY 18 allocation letter from the Secretary of the California State Transportation Agency (“CalSTA”) providing \$35,882,000 to the CCJPA to support its administrative management of the Capitol Corridor service including:

- Administrative: \$2,134,000
- Marketing: \$1,174,000
- BART/CCJPA Call Center: \$1,074,000
- Amtrak Operating: \$31,000,000
- Minor Capital Projects: \$500,000
- Capitalized Maintenance Program: \$0 [\$1,000,000 allocated in FY 17 Budget to support FY 18 program]

**WHEREAS**, Section 8.1 of the Amended Joint Exercise of Powers Agreement among the Member Agencies provides for the preparation and submission to the Capitol Corridor Joint Powers Board of a budget by the Managing Agency, and adoption thereof by the CCJPA Board; and

**RESOLVED**, that the CCJPA Board hereby adopts the CCJPA Fiscal Year 18 budget of \$35,882,000 pursuant to the allocation letter from the Secretary of the California State Transportation Agency plus any further amount authorized and provided by the State to support additional Capitol Corridor train and feeder bus service based upon the enactment of the State Budget Act of 2017 and subject to allocation of such funding by the State.

**AND BE IT FURTHER RESOLVED**, that the CCJPA Board forthwith transmit a copy of this resolution to the California State Transportation Agency, and California Department of Transportation Division of Rail and Mass Transportation.

# # #

<b>ACTION:</b>	<b>DATE:</b>	<b>ATTEST:</b>
<b>Ayes:</b>		<hr/> <b>Kenneth A. Duron</b> <b>Secretary</b>
<b>Noes:</b>		
<b>Abstain:</b>		

# CAPITOL CORRIDOR JOINT POWERS AUTHORITY

## MEMORANDUM

**TO:** Capitol Corridor Joint Powers Board **DATE:** September 12, 2017

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

**SUBJECT:** CCJPA/AMTRAK FY 2018 OPERATING AGREEMENT

### PURPOSE

For the CCJPA Board to authorize the execution of the CCJPA/Amtrak FY 2018 Operating Agreement for Amtrak's operation of the Capitol Corridor Service (intercity train and feeder bus).

### BACKGROUND

Pursuant to the transfer and funding agreements with the State, CCJPA submits an annual business plan, which identifies the CCJPA's annual funding request for the proposed level of Capitol Corridor intercity passenger rail and feeder bus (IPR) service during the federal fiscal year (FY) to be consistent with Amtrak's federal appropriation. For FY 2017 (October 2017 – September 2018), the CCJPA submitted a business plan to the California State Transportation Agency (CalSTA) in April 2017 for the current 30-train weekday service plan (22 weekend trains).

Pursuant to the allocation letter of FY 18 from the CalSTA to the CCJPA (see Agenda Item VI.1), state funds are available to the three (3) California Intercity Passenger Rail (IPR) services (Pacific Surfliner, Capitol Corridor, and San Joaquin routes) through the State Budget Act of 2017. The available state funds will also be used to pay for the capital charges for the use of Amtrak equipment (locomotives and coaches) through a separate contract between Caltrans and Amtrak.

Based on the FY 18 allocation letter from CalSTA to the CCJPA for its FY 18 budget, the operations/Amtrak FY 2018 budget will be \$31,000,000 to support the CCJPA/Amtrak FY 2018 Operating Agreement. (The most recent version of the FY2018 CCJPA/Amtrak Operating Agreement was sent under a separate mailing.)

The total base budget for CCJPA/Amtrak FY 2018 Operating Agreement is 2.3% less than the FY 2017 contract primarily due to a forecasted increase in revenues that offsets that offsets increased operating expenses (increased host railroad maintenance/OTP incentive costs last year's FY 17 operating budget).

- The contract budget is based on actual costs for Amtrak and third party (fuel and host railroad) expenses;
- Maintains the modified UPRR railroad performance payment program of higher incentives for improved dispatching of Capitol Corridor trains. The budget for these incentive payments is set at the maximum amount that UPRR can achieve under the current CCJPA/Amtrak/UPRR agreement for railroad performance;
- The right by the CCJPA to audit and inspect any aspect of the contract;
- Extra work and compensation are negotiated on a project-by-project basis between the parties; and
- Performance criteria and incentives for Amtrak's performance with assessments for non-performance

### RECOMMENDATION

The SCG recommends that the CCJPA Board authorize the execution of the FY 2017 CCJPA/Amtrak Operating Agreement with a contract amount not-to-exceed \$31,000,000.

Motion: The CCJPA Board adopts the attached resolution.

BEFORE THE  
CAPITOL CORRIDOR JOINT POWERS AUTHORITY  
BOARD OF DIRECTORS

In the Matter of  
Approving the Agreement for the Provision of  
Rail Passenger Service ("FY 2018 Operating Agreement")  
Between the National Railroad Passenger Corporation  
and the Capitol Corridor Joint Powers Authority /

Resolution No. 17-13

**WHEREAS**, as of October 1, 2016, the National Railroad Passenger Corporation ("Amtrak") and Capitol Corridor Joint Powers Authority ("CCJPA") entered into an Agreement for the Provision of Rail Passenger Service, the FY 2017 Operating Agreement; and

**WHEREAS**, the FY 2017 Operating Agreement provided, among other things, for the provision by Amtrak of intercity passenger rail ("IPR") service on the Capitol Corridor route and connecting bus service under CCJPA's direction upon the terms and for the budget set forth therein; and

**WHEREAS**, Amtrak and CCJPA mutually desire to enter into a similar form of agreement substantially in the form provided under separate cover, providing for IPR and bus service that is in effect as of August 22, 2016 between the parties as set forth more fully in the FY 2018 Operating Agreement; and

**WHEREAS**, the effective date of the FY 2018 Operating Agreement (superseding the FY 2017 Operating Agreement which expires by its terms on September 30, 2017) will be October 1, 2017, the date of agreement in principle between the parties to all the terms and conditions of the FY 2018 Operating Agreement, subject to appropriate legal review and execution by the parties;

**RESOLVED**, pursuant to the receipt of the annual allocation letter for FY 2018 from the Secretary of the California State Transportation Agency, the CCJPA Board does hereby authorize execution of the FY 2018 Operating Agreement with a budget not-to-exceed \$31,000,000 to support the planned operations for FY2017 by the Chair of the CCJPA Board or her duly authorized designee, on behalf of the CCJPA, substantially in the form presented to this meeting.

**AND BE IT FURTHER RESOLVED**, that subject to appropriate legal review and execution by the parties, the said FY 2017 Operating Agreement shall be effective as of October 1, 2016.

**AND BE IT FURTHER RESOLVED**, that the FY 2018 Operating Agreement shall, when executed, supersede and replace in its entirety the FY 2017 Operating Agreement, which expires by its terms on September 30, 2016.

**AND BE IT FURTHER RESOLVED**, that the CCJPA Board forthwith transmit a copy of this resolution to Amtrak, the California State Transportation Agency, and California Department of Transportation Division of Rail and Mass Transportation.

# # #

<b>ACTION: DATE:</b>	<b>ATTEST:</b>
<b>Ayes:</b>	<hr/> <b>Kenneth A. Duron</b> Secretary
<b>Noes:</b>	
<b>Abstain:</b>	

# CAPITOL CORRIDOR JOINT POWERS AUTHORITY

## MEMORANDUM

**TO:** Capitol Corridor Joint Powers Board **DATE:** September 12, 2017

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

**SUBJECT:** FY 18 MARKETING AND COMMUNICATIONS PROGRAM

### PURPOSE

For the CCJPA Board to receive an overview and provide direction of the planned FY18 CCJPA Marketing and Communications Plan, and to authorize the activation of Year 1 of a three-year option with the current advertising agency for services to support the CCJPA's FY 18 Marketing and Communications Plan.

### BACKGROUND

The CCJPA's marketing plan for FY 2017-18 includes the following elements:

- Continue the recently developed creative advertising campaign to effectively market the Capitol Corridor service through winter and/or spring 2018
- Development of promotional and informational materials (e.g., Timetables, Annual Performance Report, newsletters, rich media)
- Promotional Partnership Development and Targeted Marketing Campaigns
- Website application development, site enhancement and maintenance
- Customer Relationship Management, including tracking and resolution of customer complaints
- Social Media, School Group, Employer, Senior, and other niche marketing
- Advocacy, Public Relations events and outreach
- Joint Outreach activities and events with local communities, Caltrans, Amtrak and/or partner agencies
- Miscellaneous marketing support, customer retention and outreach activities to raise the awareness of the Capitol Corridor Service.

For FY 18, 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, as well as other offers to be determined for Winter/Spring. Staff will also explore additional fare promotion options for single travelers.

To maximize cost efficiencies and workflow production, CCJPA is seeking to exercise the option to renew for first year of the three one-year options with the current advertising agency, Creative/MINT with a budget up to \$400,000 (supported with FY 17 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 recently developed creative 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 promotional partnership efforts that materialize during the fiscal year. Staff will seek to meet the CCJPA's goal of a 4:1 ROI on any expenditures for FY 18 advertising campaign. For FY 17, CreativeMINT performed the following for the CCJPA:

- crafted new creative theme for Capitol Corridor advertising artwork, "Every Ride Has a Story", incorporating illustrations and story vignettes to attract off-peak, leisure travelers
- developed highly targeted advertising media plan that includes digital out-of-home billboards, mobile, digital TV, digital radio, social media, email, and online advertising.

### RECOMMENDATION

It is recommended that the CCJPA Board adopt the CCJPA FY 18 advertising campaign for an amount not-to-exceed \$400,000 and to authorize the CCJPA Executive Director or her designee to activate Year 1 of a three-year option with the current advertising agency to support the CCJPA's FY 18 Marketing and Communications Plan.

Motion: The CCJPB 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 18 Advertising Campaign/

Resolution No. 17-14

**WHEREAS**, the CCJPA has identified small groups of families/friends and single leisure travelers as target markets for FY 18 (“FY 18 Campaign”) and is developing offers aimed at these groups in its FY 18 Marketing Plan; and

**WHEREAS**, the FY 18 Campaign will promote off-peak travel aboard trains with available capacity; and

**WHEREAS**, the CCJPA seeks to activate the first year of a 3-year option for the current FY 17 contract with the advertising agency at this time to oversee and execute all aspects of the FY 18 Campaign; and

**WHEREAS**, the CCJPA has identified a not-to-exceed budget of \$400,000 for the FY 18 Campaign that will be supported FY 17 CCRP funds; and

**RESOLVED**, that the CCJPB does hereby approve the budget for the FY 18 Campaign budget for an amount not to exceed \$400,000;

**AND BE IT FURTHER RESOLVED**, that the CCJPB hereby authorizes the CCJPA Executive Director or her designee to activate Year 1 of a three-year option with the current advertising agency for services to support the CCJPA’s FY 18 Marketing and Communications Plan.

# # #

ACTION:      DATE:		ATTEST:
Ayes:		<hr/> <b>Kenneth A. Duron</b> Secretary
Noes:		
Abstain:		

# CAPITOL CORRIDOR JOINT POWERS AUTHORITY

## MEMORANDUM

**TO:** Capitol Corridor Joint Powers Board

**DATE:** September 12, 2017

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

**SUBJECT:** LEGISLATIVE MATTERS

### PURPOSE

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

### BACKGROUND

#### Legislative Matters

##### *State Legislative Matters*

The deadline for bills to be voted on in the first year of the two-year 2017-18 State Legislative Session was September 15, 2017. As expected, there was a flurry of activity during these last days of the session where bills were either passed and sent to the Governor for his action or failed passage where these bills would have to re-introduced in 2018 as part of the second year of the current 2-year [2017-2018] session. The following bills would benefit or impact the CCJPA and/or the Capitol Corridor service:

#### Senate Bill 595 (Beall)- Regional Measure 3 Bay Area Toll Expenditure Plan. **[CCJPA POSITION: SUPPORT]**

Senator Beall is sponsoring and the author of SB 595, which would provide the authority to the Bay Area Metropolitan Transportation Commission to place a ballot measure (referred to as “Regional Measure 3”) in the 9 Bay Area counties to increase tolls on the region’s bridges. SB 595 includes an expenditure plan of various projects that have a nexus to the bridges with the intent that these projects would provide for new mobility improvements that can start as soon as 2018, bringing much needed congestion relief.

The CCJPA has been involved in discussions and is included in the expenditure plan for the project list in SB 595. Specifically, the Oakland-San Jose Phase 2 Project, through the CCJPA Board’s adoption of the *Vision Implementation Plan* (November 2016), has a nexus with the Dumbarton Bridge crossing. As part of this project to improve and expand Capitol Corridor service to/from San Jose/Silicon Valley, staff is evaluating viable routing alignments along the East Bay, which, in either alignment, will include an intermodal connection between Capitol Corridor trains and Dumbarton transit services (bus and/or proposed rail). On July 10, 2017, the CCJPA sent a letter supporting SB 595.

*Status: On Sept 1, passed out of Asm Comm on Approps. Now on to Asm floor*

#### *Federal Legislation*

##### FY 2017 Federal Appropriations

The federal FY 17 Appropriations includes for the first time a programming of federal funds to be made available for intercity rail services (Amtrak and state-supported routes) via the Rail Title in the FAST Act of 2015. While these funds are available, the USDOT is currently developing guidelines for the grant applications, project uses and other requirements for the expenditure of these federal funds. The CCJPA is eligible for the following appropriations from the FY 17 appropriations to the FAST Act Rail Title account:

- Consolidated Rail Infrastructure and Safety Improvements (CRISI): \$68 million. Competitive grants to finance improvements to passenger and freight rail services in terms of safety, efficiency, or reliability.



PTC and other technology items and rail line relocation are also eligible for funding. 50% match is required.

- State of Good Repair (SOGR): \$25 million. Competitive grants for projects to improve qualified railroad assets. 20% match is required.

The FY 17 appropriations include \$2 million from the Amtrak funding obligation to be made available to the State Supported Route Commission (SSRC) (also known as the State-Amtrak Intercity Passenger Rail Committee (SAIPRC)). These funds would be used to coordinate planning of trains operated by Amtrak on state-supported routes so as to further implement Section 209 of the Passenger Rail Investment and Improvement Act of 2008 (PRIIA). Members include US DOT/FRA, Amtrak, and representatives from 21 state intercity passenger rail agencies.

#### Proposed Federal FY 18 Appropriations

Both Appropriations Committees (House and Senate) have developed the expenditure plans for the various national departments including the USDOT FRA-managed FAST Act Rail Title account. Provided below is a comparison of the FY 18 proposals compared to the FY 17 final appropriation to the Rail Title account:

<b>FY 18 Program</b>	<b>FY 17</b>	<b>Senate Approps</b>	<b>House Approps</b>
CRISI (50% match)	\$68M	\$93M	\$25M
SOGR (20% match)	\$25M.	\$26M	\$500M
SSRC/SAIPRC	\$2M	\$2M	\$2M

It is unclear if Congress will pass its appropriations bills prior to October 1, 2017, the start of the 2018 federal fiscal year. If not, then it is likely that a Continuing Resolution (CR) will be passed, which means that the federal Rail Title accounts for CRISI and SOGR will remain at FY 17 appropriation levels. Similar to the situation in FY 17 federal Rail Title Appropriations, the CA IPR services stand to gain from the CRISI and SOGR accounts due to the available state transportation funding programs (SB1 and Cap and Trade).

#### **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 Board **DATE:** September 14, 2016

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

**SUBJECT:** CCJPA PROJECT APPLICATIONS FOR FY 18 SB 1 FUNDING PROGRAMS

### PURPOSE

For the CCJPA Board to receive an update on the implementation of the new funding programs authorized with the passage of Senate Bill 1 (SB1) and to authorize the expenditure of CCJPA funds to enter into agreements that will assist in the CCJPA's preparation and submittal of applications for grant opportunities made available under SB1.

### BACKGROUND

With the passage of SB1, the agencies responsible for allocating and administering the new fund programs, California Transportation Commission (CTC and the California State Transportation Agency (CalSTA), have been preparing and presenting the draft guidelines to interested and eligible agencies. Funding programs of interest to the CCJPA are: Solutions for Congested Corridors (SCC)/CTC, Trade Corridor Enhancement Program (TCEP)/CTC, TIRCP/CalSTA and State Rail Assistance (SRA – approx \$5M dedicated annually to CCJPA)/CalSTA. Both CTC and CalSTA have aggressive timelines for the adoption of guidelines, call for projects, submittal of project applications and adoption of a program of projects for each account between November 2017 and Spring 2018.

These new fund programs mark a new beginning for the CCJPA and other public transportation agencies in the state and staff is actively working with the funding agencies and project partners to move ahead with numerous projects that are eligible for these SB1 funds as well as CCJPA funds and new federal intercity passenger rail program funds [CRISI, SOGR] (see Agenda Item V1.4). Provided below is an initial list of projects and possible fund sources:

- Sacramento-Roseville 3<sup>rd</sup> Track Phase 2: SCC, SRA, TIRCP, TCEP, CRISI, CCJPA
- Oakland-San Jose Phase 2 Project: SCC, SRA, TIRCP, TCEP, CRISI, CCJPA, RM3
- PTC: SCC, SRA, TIRCP, CRISI
- Upgraded CA PIDS Station Signs: CCJPA SRA, TIRCP
- Annual Railroad Right-of-Way Cleaning/Repairs: SRA, CCJPA, SOGR

In order to meet these aggressive timelines for the release of these new state SB1 project funds, the CCJPA is requesting authorization by the CCJPA Board to expend up to \$150,000 in CCJPA FY 17 CCRP funds to enter the necessary agreements with project partners and prepare and submit project applications. Staff will seek approval from the CCJPA Board at its November 15, 2017 meeting for applications that will support projects to be financed with a mix of SB1, state, federal, and local/regional funds.

### RECOMMENDATION

The SCG recommends that the CCJPA Board authorize a budget not-to-exceed \$150,000 for the preparation of project applications to be submitted by the CCJPA for the FY 18 SB1 Fund Program and to authorize the CCJPA Executive Director or her designee to execute the funding and related agreements to support such applications.

Motion: The CCJPA Board adopts the attached resolution.

BEFORE THE  
CAPITOL CORRIDOR JOINT POWERS AUTHORITY  
BOARD OF DIRECTORS

In the Matter of  
Authorizing Funds to Support the Preparation of  
Project Applications Related to the FY 18 SB1 Funding Programs/

Resolution No. 17-15

**WHEREAS**, Senate Bill 1 (Beall) was enacted on April 28, 2017 and is expected to provide approximately \$5 billion per year in new funding for the state's transportation program, with over \$500 million per year available to support transit and intercity passenger rail projects; and

**WHEREAS**, the agencies responsible for allocating and administering the new SB1 fund programs, have been preparing and presenting the draft guidelines to interested and eligible agencies and have identified an aggressive schedule to release these SB1 funds for projects during FY 18; and

**WHEREAS**, staff is actively working with the funding agencies and project partners to move ahead with numerous projects that are eligible for these SB1 funds as well as available CCJPA funds and new federal intercity passenger rail program funds

**WHEREAS**, in order to meet these aggressive timelines and compete for the release of the new state SB1 project funds, the CCJPA is requesting authorization by the CCJPA Board to expend up to \$150,000 in CCJPA FY 17 CCRP funds to enter the necessary agreements with project partners and prepare and submit project applications; and

**WHEREAS**, staff will seek approval from the CCJPA Board at its November 15, 2017 meeting for applications that will support projects to be financed with a mix of SB1, state, federal, and local/regional funds.

**RESOLVED**, the CCJPA Board approves a budget not-to-exceed \$150,000 to prepare project applications to be submitted by the CCJPA for the FY 18 SB1 Fund Program and to authorize the CCJPA Executive Director or her designee to execute the funding and related agreements to support such applications.

# # #

<b>ACTION:</b>	<b>DATE:</b>	<b>ATTEST:</b>
<b>Ayes:</b>		<hr/> <b>Kenneth A. Duron</b> <b>Secretary</b>
<b>Noes</b>		
<b>Abstain:</b>		

# CAPITOL CORRIDOR JOINT POWERS AUTHORITY

## MEMORANDUM

**TO:** Capitol Corridor Joint Powers Board

**DATE:** September 12, 2017

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

**SUBJECT:** ON-CALL CONSULTANT PLANNING/ENGINEERING SUPPORT SERVICES [2017-20]

### PURPOSE

For the CCJPA Board to authorize the CCJPA to perform two separate procurements for “on-call” outside consulting support services – one for service planning support and one for engineering/environmental support.

### BACKGROUND

At its June 10, 2015 meeting, the CCJPA Board of Directors adopted Resolution 15-10 that authorized staff to enter into two different “on-call” consultancy support services. The purpose, at that time, was to allow CCJPA staff a timely means of realizing funding or project opportunities and to alleviate the staff resource intensive process of procurement for each instance when consultant services would be effective and timely. One on-call service procured was for initiatives related to bicycle/train planning services and there is remaining capacity for the months and years ahead for these bicycle-related services. The other was for engineering support services related to track infrastructure and other service related improvements which is nearing the end of the \$2,000,000 cap in funding capacity. Staff is now seeking to renew CCJPA’s engineering and service/planning capacity for “on-call” services.

For this second term [2017-20], the CCJPA staff plans to split the support activities into (1) service planning services [rolling stock fleet management, schedule/timetable development, operations planning, and service coordination, ticket integration, misc.] and engineering and environmental review services. Staff would establish two separate procurement efforts in the form of Request for Statement of Qualifications (RFSOQ). The CCJPA would convene a team of staff and outside parties to evaluate responses, interview and select the consultant team, and negotiate a contract, in order to establish the relationship with CCJPA to become the on-call contractor to the CCJPA for the Capitol Corridor service.

Staff projects that each of these on-call contracts should be capped at \$2,000,000 each for the 2017-20 term. Projects and tasks for these professional services will be on a task-order based format and staff would pursue work if sufficient funds had been identified to complete the task(s). Any tasks over \$100,000 will be presented to the CCJPA Board for approval.

### RECOMMENDATION

The SCG recommends that the CCJPA Board authorize the CCJPA Executive Director or her designee to enter into agreements necessary to secure funding and related agreements for the competitive procurement processes for an on-call service planning contract and an on-call engineering/environmental services contract each for an amount not-to-exceed amount of \$2,000,000 for the period of 2017-20

Motion: The CCJPA Board adopts the attached resolution.

BEFORE THE  
CAPITOL CORRIDOR JOINT POWERS AUTHORITY  
BOARD OF DIRECTORS

In the Matter of  
Providing Authorization for the Procurement of On-Call Contracts for  
Service Planning And Engineering/Environmental Services [2017-2020]/

Resolution No. 17-16

**WHEREAS**, the Capitol Corridor Joint Powers Authority (CCJPA) Board adopted Resolution 15-10 at its June 10, 2015 meeting authorizing two on-call consultancy support services relating to bicycle access/train planning services and another for engineering support services; and

**WHEREAS**, remaining funding capacity with the present on-call engineering consultant is fully programmed; and

**WHEREAS**, staff is seeking a second term of on-call consultancy services for the period of 2017-20 that would be split into (1) service planning services [rolling stock fleet management, schedule/timetable development, operations planning, and service coordination, ticket integration] and engineering and environmental review services that would help support the CCJPA's pursuit, receipt and expenditure of new funding programs, including but not limited to SB1, Cap and Trade and federal rail title ; and

**WHEREAS**, staff, once authorized, would conduct two separate Request for a Statement of Qualifications (RFSOQ) procurement efforts to support the engineering/environmental support and another for service planning support; and

**WHEREAS**, the budgets for these on-call services are expected to be approximately \$2,000,000 each and would be financed through a combination of CCJPA, local, regional, state and federal funds; and

**RESOLVED**, that the CCJPB does hereby authorize the CCJPA Executive Director or her designee to procure on-call contracts for service planning and engineering/environmental services period of 2017-2020 with each contract budget set at an amount not to exceed \$2,000,000.

# # #

<b>ACTION:</b>	<b>DATE:</b>	<b>ATTEST:</b>
<b>Ayes:</b>		<hr/> <b>Kenneth A. Duron</b> <b>Secretary</b>
<b>Noes</b>		
<b>Abstain:</b>		

# CAPITOL CORRIDOR JOINT POWERS AUTHORITY

## MEMORANDUM

**TO:** Capitol Corridor Joint Powers Board **DATE:** September 14, 2017

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

**SUBJECT:** COMMUNICATION PROTOCOLS DURING SERVICE INCIDENTS [STATIONS, TRAINS, MEDIA, OTHER]

### PURPOSE

For the CCJPA Board to receive an overview of the communication processes and protocols during and after service incidents on the Capitol Corridor.

### BACKGROUND

As requested at the June 21, 2017 CCJPA Board meeting, staff will present an overview of the communication protocols between Amtrak, the CCJPA and the Capitol Corridor passengers during significant service disruptions. The initial communication protocols once an incident occurs are as follows:

- The Amtrak train crew will immediately contact the Union Pacific dispatcher and the Amtrak Oakland Operations Center
- Amtrak Oakland Operations Center informs the appropriate Amtrak managers and send out notifications (via text messages) to Amtrak management and CCJPA staff.

### On-Board Communications

The Amtrak conductor is responsible for on-board communications with the passengers. If the conductor is unavailable, another Amtrak crew member will make the announcements. On-board announcements will be made at the onset of the incident and updates are provided every 15 minutes (even if no new info is available). The train crew will receive updates from Amtrak Oakland Operations Center and UPRR dispatcher.

### Communications at Stations

- Amtrak Oakland Operations Center will push out messages/updates to station digital signs (platform and indoor) through the California Passenger Information Display System (CA-PIDS)
- CA-PIDS provides an automated California Passenger Information System and also provides GPS coordinates to our train tracking app
- Amtrak Station Agents will provide customer support, during an incident and answer any question and help facilitate bus bridges.

### Communications to Public-Facing Outlets (via CCJPA Marketing/Amtrak Communications staff)

- Subscription-based service alerts (via email or text messages)
- Social Media (such as Twitter)
- Info will be posted on the Capitol Corridor website
- News outlets will receive initial info on the incident and will receive further updates when available

A more detailed slide deck will be presented at the board meeting to illustrate these communications channels.

### RECOMMENDATION

For information only.



**Date:** September 15, 2017  
**From:** David B. Kutrosky  
**To:** CCJPA Board  
**Subject:** Managing Director's Report – September 2017

**TO BE PROVIDED UPON RECEIPT OF AUGUST 2017 PERFORMANCE  
RESULTS BY AMTRAK**

# CAPITOL CORRIDOR JOINT POWERS AUTHORITY

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## MEMORANDUM

**TO:** Capitol Corridor Joint Powers Board

**DATE:** September 12, 2017

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

**SUBJECT:** OVERVIEW OF HERCULES INTERMODAL TRANSIT CENTER (CITY OF HERCULES)

### **PURPOSE**

For the CCJPA Board to receive an update from the City of Hercules on the Hercules Intermodal Transit Center.

### **BACKGROUND**

The City of Hercules will provide an update on the intermodal station from its previous presentation to the CCJPA Board of Directors at the June 21, 2017 meeting.

### **RECOMMENDATION**

For information only.



# CAPITOL CORRIDOR JOINT POWERS AUTHORITY

## MEMORANDUM

**TO:** Capitol Corridor Joint Powers Board **DATE:** September 12, 2017

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

**SUBJECT:** WORK COMPLETED (September 20, 2017 Meeting)

### PURPOSE

To provide a report on work completed up to the September 20, 2017 CCJPA Board meeting.

### BACKGROUND

The following is a report on recently completed work:

- a. Introduction of Charger Locomotives into Capitol Corridor Revenue Service. At the end of April 2017, a total of six (6) new Tier 4 locomotives, called Chargers, have been conditionally accepted by Caltrans (owner), Amtrak (contract operator of these units), and the CCJPA (oversight of maintenance and service performance of the Chargers). Over the past four months, these six Chargers assigned to the Northern California intercity passenger rail fleet (numbered 2101 – 2106) have been placed into demonstration revenue testing whereby a Charger is added to a trainset with another locomotive from the existing fleet and is placed in lead position. During this demo testing, the Charger unit is put through a battery of tests simulating revenue operations, with the lead locomotive available to take over operation should the Charger unit experience a failure or a disruption in its ability to operate normally. This demo testing and related upgrades performed by the manufacturer concluded in early September. All parties (Caltrans, Amtrak and the CCJPA) plan to perform and complete final acceptance of the six Chargers by September 15, 2017. Thus, the six Chargers are now officially in operation on the Capitol Corridor in the lead position. As background, these Chargers represent the first Tier 4 locomotives in operation in the nation. The benefits of the Chargers are: cleanest bringing diesel locomotives; more power (4400 horsepower) for quicker acceleration; and dynamic braking system for faster and safer deceleration.
- b. Marketing Activities (June – August 2017). The following work has been completed as part of the CCJPA's FY 17 and FY 18 Marketing and Communication Programs:
  - Advertising:
    - Launched new advertising campaign, "Every Ride Has a Story" which features new creative from CCJPA's advertising agency. Media plan includes extensive online advertising on social media, email, and online TV/radio, as well as digital out-of-home billboards along freeways. Campaign promotes current Take 5 for \$5 offer as well as general travel.
  - Print and Digital Communications:
    - Updating Timetable templates and starting production for Fall timetable
    - Created video content, blog post with a staff member profile, additional destination articles for blog
  - Promotions:
    - Take 5 for \$5 on Weekends and Friends/Family 50% off are both valid June – December
    - Promotional partnerships with Tideline service, San Jose Jazz fest, Great America, BART and Farm-to-Fork
  - Customer Experience/Outreach:

- Cappy Hour Rider Appreciation Event held on 8/2/17. Partnered with San Jose Jazz Fest to bring live music on board.
- One Ticket, One Seat: collateral to communicate policy to passengers, including window decals and handouts
- Café Car: Updated menus for new pricing and items, adjusted inventory to reduce spoilage
- Rail Safety Month in September – collaborate with Operation Lifesaver on activities and supplemental funding for their social media and TV PSA campaign
- Gold Rush Days in Sacramento – presence at this event, in conjunction with Amtrak

## **RECOMMENDATION**

For information only.

# CAPITOL CORRIDOR JOINT POWERS AUTHORITY

## MEMORANDUM

**TO:** Capitol Corridor Joint Powers Board **DATE:** September 12, 2017

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

**SUBJECT:** WORK IN PROGRESS (September 20, 2017 Meeting)

### PURPOSE

To provide an update on work in progress up to the September 16, 2015 CCJPA Board meeting.

### BACKGROUND

The following is a report on work efforts currently underway:

- a. Northern California Megaregional Passenger Rail Planning. At the close of the June 21, 2017 CCJPA Board meeting the CCJPA Board hosted a Northern California Megaregional Passenger Rail Planning workshop which included participation from Northern California passenger rail operators, CHSRA, MPOs, state representatives, and external think tank/advocacy organizations. Momentum from this event resulted in formation of a Northern California Megaregional Rail Planning Working Group, comprised of the planning staff of the various Northern California passenger rail operators including CHSRA. This group has met once and has sought even more formal organization under the partnership and coordination with Caltrans who has more formal leadership authority for Megaregional planning through Caltrans development of the State Rail Plan and close coordination with the California State Transportation Agency. The intentions are this working group will become a useful voice for megaregional advocacy, coordinating policy, megaregional project development, and development of funding packages to support megaregional related projects. As well, this group will continue to work with MPOs and external economic think tanks and advocacy organizations on an as-needed basis to help megaregional initiatives. The formation of this group tempers the prior perceived leadership efforts of CCJPA alone leading the megaregional discussion and instead spreads the leadership forward on a more equitable basis. CCJPA's Ad Hoc Vision Plan Subcommittee will be kept informed and included for CCJPA's policy direction.
- b. CCJPA Sacramento-Roseville 3<sup>rd</sup> Track Project Phase 1. Funding for all project phases of the Sacramento-Roseville 3<sup>rd</sup> Track Project, Phase 1 (an additional two round trips), is in place with action by the California Transportation Commission (CTC). The CTC allocated CCJPA the funding necessary to pursue the final design and right-of-way acquisitions necessary to complete phase 1. In turn, CCJPA has, as of this writing, nearly completed the procurement/contract process for final design by reviewing responses to a Request for a Statement of Qualifications (RFSOQ) with the assistance of Union Pacific Railroad (UPRR) staff. CCJPA will continue to work with UPRR staff to move the project forward which is expected to commence as soon as the contracting process is completed. The present schedule indicates that the design phase of this project will be completed in early 2019.
- c. On-Board Information System. The initial phase of design and required documentation for OBIS is complete and Amtrak, with CCJPA, and the direction of Caltrans and the other CA IPR JPAs, has moved into the testing and test deployment phase. During the prior year, the audio vendor for that portion of OBIS was replaced due to project delivery issues. Thus, the ability of the replacement audio vendor and the prime vendor, Nomad Digital, has been time-compromised in the software development area. As a result, some of the recent test cases have not been successfully passed. Working with Amtrak, Caltrans and CCJPA have agreed to a schedule and testing process that will allow for software integration and testing between the vendors to proceed with successful tests before Amtrak, Caltrans, and CCJPA are invited to judge tests. This adjustment will make the on-train prototype be installed in January 2018 and tested

thereafter in revenue service as opposed to during the holiday service period where access to rolling stock is limited.

- d. CCJPA Bicycle Access Program. BikeLink eLockers have been installed at all stations that were planned except for Oakland Jack London and Santa Clara Great America. CCJPA staff are working with partners to acquire installation permissions at the two stations, with installations expected by the end of Dec 2017. The folding bicycle rental service project is underway with the selected vendor further developing and refining the rental service program. After a successful demo period of a test angled rack modification, the onboard bike storage modification project vendor is now refining the design for the modified rack according to specific survey feedback of Capitol Corridor riders who tried out the demo rack. CCJPA staff and contractors are also working with Amtrak to develop and refine a bike storage design for the Superliner cars that are in Capitol Corridor service rotations.
- e. Station Signage and Platform Safety Upgrades. On behalf of the CCJPA, BART has entered into a change order with an existing contractor to implement the installation of new station information display signs at eight Capitol Corridor stations. These new signs are expected to be in service by Spring 2018. CCJPA has contracted with Amtrak to install security cameras at the Auburn, Rocklin, Roseville and Suisun stations. Separately, CCJPA has contracted with Amtrak to install lighting and a wayside power system at the Auburn layover site. Amtrak anticipates completion of these projects by the end of December 2017. Together, these improvements will improve passenger convenience, safety and security as well as reduce diesel fuel consumption and related emissions.
- f. Richmond Station Platform Improvements. BART has begun installation of the Flashing Beacon Signal and Parking Validation Machine at the Richmond station. This project will improve intermodal connectivity for BART passengers transferring to Capitol Corridor trains and also allow Capitol Corridor passengers to pay for parking in the BART parking garage using a Clipper Card. Completion of this project is expected by the end of 2017.
- g. Renewable Diesel Pilot Program Status Report. Pursuant to the authorization from the CCJPA Board, staff has established a program to begin investigating the use of renewable diesel fuels after being introduced to the concept by peer staff at the Sacramento Metropolitan Air Quality Management District (SMAQMD). Renewable diesel (RD) provides roughly a 66% reduction in carbon lifecycle emissions over traditional petrol diesel, significantly reducing the GHG impact of locomotive emissions. Working with the California Air Resources Board (CARB), the specifications of the RD to be used in this pilot program was shared with the engine manufacturers and Amtrak operations/mechanical team. The first test started on August 28, 2017 on a California-owned F59 locomotive (#2005), and if the use of RD proves viable, a second test will be performed on one of the new Charger locomotives. If all tests show that RD is operationally suitable, the CCJPA will shift towards the use of RD for normal operations. The tests will be landmarks for all passenger rail services in California, and if RD is viable, CARB may run lab-based emissions tests for RD locomotives to determine official emission rates.
- h. CCJPA Procurement Policy (Update). Through its Administrative Services Agreement (ASA) with the San Francisco Bay Area Rapid Transit District's (BART), the CCJPA uses BART's guidelines in the procurement of various professional services, materials, or construction projects. The procurement processes follow the BART policies but has been modified to match the CCJPA's governance and staffing resources. This has been the process since the CCJPA executed the ASA in 1998. [Note: the ASA has been updated and extended numerous times and currently terminates in February 2020.] As the CCJPA organization has matured and grown since 1998 it is apparent that the CCJPA's procurement policy should be revised and updated to reflect the growth of the organization. CCJPA staff is working with BART/CCJPA legal counsel, BART procurement and accounting departments to develop a formal CCJPA Procurement Policy which is scheduled to come before the CCJPA Board in November 2017.

- i. Fairfield/Vacaville Station (Opening Fall 2017). The City of Fairfield is nearing completion of the Fairfield/Vacaville station, with a projected completion date of October 2017. Next steps will include revising the current public timetable to include Fairfield/Vacaville station, testing of trains stopping to serve the station relating to passenger boarding/alighting (wheelchairs/mobility devices, bikes and luggage), and adjusting current run times between stations.
- j. Upcoming Marketing and Communications Activities – The following work is underway as part of the CCJPA's FY2016-17 Marketing Programs:
  - Advertising:
    - Continuing advertising campaign through early fall; will evaluate in late fall and plan for winter/spring advertising.
  - Print and Digital Communications:
    - Developing designs for new Station Platform Signs
    - Updating Ride Guide
    - Fall Timetable: working on all elements associated with schedule change, including brochures, signs, and digital communications
  - Publications and Promotions:
    - Oakland Raiders – Radio Promotion with KHTK in Sacramento area in progress.
    - Eat Real Festival, Oakland Jack London in late September
  - Events/Media Relations/Customer Communications
    - Coordinating special schedules to serve 49ers games and Coldplay concert at Levi's Stadium
    - Working with Fairfield-Vacaville team to launch service to new station

## **RECOMMENDATION**

For information only.

**CAPITOL CORRIDOR JOINT POWERS AUTHORITY  
Regular Board Meeting**

Capitol Corridor Joint Powers Authority Board of Directors  
Minutes of the 105th Meeting  
June 21, 2017

The 105th meeting of the Board of Directors of the Capitol Corridor Joint Powers Authority (CCJPA) was held at 10:00 a.m., Wednesday, June 21, 2017, via simultaneous teleconference at BART Board Room, 344 20<sup>th</sup> Street, Third Floor, Oakland, California; San Jose City Hall, Tower Building, 200 E. Santa Clara Street, Room #T1853, San Jose, California; and Placer County Transportation Planning Agency, 299 Nevada Street, Auburn, California. Chair Lucas Frerichs presided; Kenneth A. Duron, Recording Secretary.

I. Call to Order. Chair Frerichs called the meeting to order at 10:04 a.m.

II. Roll Call and Pledge of Allegiance. Directors present in Oakland: Chair Lucas Frerichs, Yolo County Transportation District (YCTD); Jeff Harris, Sacramento Regional Transit District (SRTD); Steve Miller, SRTD; Jim Holmes, Placer County Transportation Planning Agency (PCTPA); Don Saylor, YCTD; Debora Allen, San Francisco Bay Area Rapid Transit District (BART); Bevan Dufty, BART; Joel Keller, BART; Robert Raburn, BART; Rebecca Saltzman, BART; Jim Spering, Solano Transportation Authority (STA); and Len Augustine, STA (Alternate).

Director Nicholas Josefowitz, BART, entered the meeting later in Oakland.

Present in San Jose: None. Director Raul Peralez, Santa Clara Valley Transportation Authority (SCVTA), entered the meeting later in San Jose.

Present in Auburn: Director Bridget Powers, PCTPA (Alternate).

Absent: Directors Susan Rohan, PCTPA (Alternate in stead); Teresa O'Neill, SCVTA; and Harry Price, STA (Alternate in stead).

III. Report of the Chair. Chair Frerichs introduced new Director Bridget Powers serving as an alternate director for member agency Placer County Transportation Planning Agency. Chair Frerichs reported on the enactment and implementation of Senate Bill 1, and noted upcoming discussion of the Operating and Capital Budgets; introduction of new Charger locomotives into revenue testing; and the Northern California Megaregional Rail Governance Workshop immediately following the regular Board Meeting.

Director Raul Peralez entered the Meeting in San Jose.

Director Nicholas Josefowitz entered the Meeting in Oakland.

IV. Consent Calendar. Chair Frerichs introduced the Consent Calendar. Director Holmes moved adoption of Item IV.1. Minutes of the February 15, 2017 Meeting; and Item IV.2. Resolution No. 17-08, In the Matter of Authorizing a Revised Budget for the Capitol Corridor Station Signage Program – Phase I. Director Raburn seconded the motion. Item V.1 passed by roll call vote.

Ayes: 14 – Directors Frerichs, Harris, Miller, Holmes, Saylor, Peralez, Allen, Dufty, Josefowitz, Keller, Raburn, Saltzman, Spering, and Augustine. Noes: 0. Abstain: 1 – Director Powers. Absent: 1 – Director O’Neill. Item V.2 passed by unanimous roll call vote. Ayes: 15 – Directors Frerichs, Harris, Miller, Holmes, Saylor, Peralez, Allen, Dufty, Josefowitz, Keller, Raburn, Saltzman, Spering, Augustine, and Powers. Noes: 0. Abstain: 0. Absent: 1 – Director O’Neill.

**V. Action and Discussion Items.**

1. Legislative Matters/Governor’s May Revise State FY17-18 Budget. Mr. David Kutrosky, Managing Director, reviewed proposed legislative matters affecting Capitol Corridor service, including the enactment of Senate Bill 1 (Beall); SCA 6 (Weiner) – Reduced Local Sales Tax Threshold for Transportation Projects; FY2017 Federal Appropriations; and SB592 (Beall) – Metropolitan Transportation Commission sponsored Regional Measure 3 Bridge Toll Increase.

Director Saltzman moved that the CCJPA Board authorize the CCJPA Executive Director to submit a letter of support for SB595 (Beall) and direct staff to utilize Board approved project(s) in the Vision Implementation Plan in proposing potential projects(s) for inclusion in the measure. Director Raburn seconded the motion with passed by unanimous roll call vote. Ayes: 15 – Directors Frerichs, Harris, Miller, Holmes, Saylor, Peralez, Allen, Dufty, Josefowitz, Keller, Raburn, Saltzman, Spering, Augustine, and Powers. Noes: 0. Abstain: 0. Absent: 1 – Director O’Neill.

2. Overview of Draft FY17-18 CCJPA Budget (Operations, Administration and Marketing). Mr. Kutrosky provided an overview of the Draft FY17-18 budgets for service operations, marketing and administrative management for the Capitol Corridor service. The item was discussed.
3. Update: Programmed Capital Projects and New Rail Vehicle Deliveries. Mr. Kutrosky provided an update on the CCJPA’s Capital Program, including infrastructure projects and the delivery of new rail vehicles for the Capitol Corridor service through June 2017. The item was discussed.
4. December 7, 2016 Capitol Corridor Train 527 Incident: Amtrak Investigation and Subsequent Actions. Mr. Kutrosky introduced Sean Paul and Anthony Chapa, representing Amtrak, to review the service incident that occurred on Capitol Corridor train number 527 on December 7, 2016 and the follow-up actions based on the investigation. The item was discussed.
5. Managing Director’s Report. Mr. Kutrosky reviewed the recent system performance indicators through May 2017, highlighting ridership; revenue; farebox ratio; schedule change comparisons; FY16 Performance Report; and other service-related items. The report was discussed.
6. Work Completed and 7. Work in Progress. Chair Frerichs invited questions or comments from the Board on Items 6 and 7. Director Peralez commented on promotions and marketing opportunities in San Jose and Director Raburn encouraged exploring special trains to service major concert venues and events.

VI. Board Member Reports. Chair Frerichs invited Board member reports. None were received.

VII. Public Comments. Chair Frerichs invited comment from the public. Mr. Doug Kerr, Rail Passenger Association of California (Rail PAC) and Mr. David Biggs, City of Hercules, addressed the Board.

VIII. Adjournment. The Meeting adjourned at 11:25 a.m. Next Meeting Date: 10:00 a.m., September 20, 2017, at the City Council Chambers, Suisun City Hall, 701 Civic Center Blvd., Suisun City, California.



**CAPITOL CORRIDOR JOINT POWERS AUTHORITY  
Special Board Meeting**

**Capitol Corridor Joint Powers Authority Board of Directors  
Minutes of the 106th Meeting  
June 21, 2017**

The 106th meeting of the Board of Directors of the Capitol Corridor Joint Powers Authority (CCJPA) was held at 11:00 a.m., Wednesday, June 21, 2017, via simultaneous teleconference at BART Board Room, 344 20<sup>th</sup> Street, Third Floor, Oakland, California; San Jose City Hall, Tower Building, 200 E. Santa Clara Street, Room #T1853, San Jose, California; and Placer County Transportation Planning Agency, 299 Nevada Street, Auburn, California. Chair Lucas Frerichs presided; Kenneth A. Duron, Recording Secretary.

I. Call to Order. Chair Frerichs called the meeting to order at 11:28 a.m.

A. Roll Call. Directors present in Oakland: Chair Lucas Frerichs, Yolo County Transportation District (YCTD); Jeff Harris, Sacramento Regional Transit District (SRTD); Steve Miller, SRTD; Jim Holmes, Placer County Transportation Planning Agency (PCTPA); Nicholas Josefowitz, San Francisco Bay Area Rapid Transit District (BART); Robert Raburn, BART; Rebecca Saltzman, BART; Jim Sperling, Solano Transportation Authority (STA); and Len Augustine, STA (Alternate).

Director Don Saylor, YCTD, entered the meeting later in Oakland.

Present in San Jose: Director Raul Peralez, Santa Clara Valley Transportation Authority (SCVTA).

Present in Auburn: None.

Absent: Directors Susan Rohan, PCTPA; Teresa O'Neill, SCVTA; Debora Allen, BART; Bevan Dufty, BART; Joel Keller, BART; and Harry Price, STA (Alternate in stead).

III. Workshop Introductory Presentation. Mr. David Kutrosky, Managing Director, and Mr. James Allison, Manager of Planning, provided an overview of the workshop and purpose.

II. Public Comment on Items III-V Only. Chair Frerichs invited comment from the public. Mr. Doug Kerr, Rail Passenger Association of California (Rail PAC) and Mr. Mark Evanoff, Assistant City Manager, City of Union City, addressed the Board.

Director Saylor entered the meeting in Oakland.

The Board Meeting recessed at 11:40 a.m.

The Board Meeting reconvened at 12:01 p.m.

Directors present in Oakland: Directors Frerichs, Harris, Miller, Holmes, Saylor, Josefowitz, Raburn, Saltzman, Sperling and Augustine.

Directors present in San Jose: None.

Directors present in Auburn: None.

Absent: Directors Rohan, Peralez, O'Neill, Allen, Dufty, and Keller.

IV. Bay Area Council Presentation. Mr. Jim Wunderman, President and Chief Executive Officer, Bay Area Council, presented a perspective for the megaregional approach.

V. Megaregional Rail Workshop. The Workshop was held.

Director Saltzman exited the meeting in Oakland.

Directors Miller and Holmes exited the meeting in Oakland.

VI. Adjournment. The Special Meeting adjourned at 12:28 p.m. due to loss of a quorum. The Workshop continued.