

MINUTES OF DIRECTORS MEETING

LANE COUNTY MASS TRANSIT DISTRICT

November 18, 1975

The board of directors of Lane County Mass Transit District met on November 18, 1975 at 7:30 P.M. in the City Hall in Eugene, Oregon.

Present:

Richard A. Booth
Jack J. Craig, Treasurer
W. Gene Davis
Daniel M. Herbert, President, presiding
Kenneth H. Kohnen, Vice President
Glenn E. Randall, Secretary
Ruth Shepherd
Fred C. Dyer, General Manager
Richard Bryson, Counsel
Mavis Skipworth, Recording Secretary

Reading of the minutes of the October 21, 1975 meeting was dispensed with as copies had been distributed to all members of the board. Upon motion duly seconded, the board voted unanimously to approve the minutes of said meeting.

EXTERNAL ACTIVITIES: Mr. Dyer advised that the district has an opportunity to conduct study methods for improving the efficiency of the maintenance unit through a Management Improvement Study grant of \$20-30,000 under the Urban Mass Transportation Administration. He said the objectives of the study would be to implement controls and procedures for an effective preventative maintenance program. Mrs. Shepherd moved the board approve the proposed Management Improvement Study grant and for the staff to submit to the Urban Mass Transportation Administration a letter of intent, followed by an application for funding. Mr. Craig seconded the motion.

Discussion followed, and Mr. Kohnen questioned the relative value of the study to the amount that would be spent and expressed concern as to the additional funds that would be necessary to implement the results of the study. He urged a step by step accomplishment of maintenance scheduling. Mr. Randall spoke in favor of the study, noting that as the cost would be shared on a 20/80 basis with the staff time comprising the 20% local share, it would be a good opportunity to hire a person to set up an efficient, preventative maintenance program, possibly on computer programming.

The question was put and the motion passed with Craig, Herbert, Randall and Shepherd voting approval and Booth, Davis and Kohnen opposed.

OPERATIONS: Mr. Dyer referred to ridership reporting presented for board review. Mr. Booth observed that the ridership and revenue collections were below the projected levels. Mrs. Shepherd asked if marketing had a relationship to ridership, and if an improved marketing program would have a favorable effect on ridership trends. Mr. Booth requested the staff to study the ridership trends and give a more complete analysis. Responding to Mr. Kohnen's observation that when the district changed its method of advertising, there was a drop in ridership, Mr. Dyer advised that media advertising is to be resumed, using old spots with the new tag line "ride the bus with us."

Mrs. Shepherd expressed interest in receiving data on the number of new riders and Mr. Rynerson advised that the staff plans to conduct on-board surveys this year for sampling and could include this information. Mr. Davis said he believed the decline in service was the greatest contributor to decline in ridership. Mr. Kohnen requested a staff presentation at the next meeting on marketing programs planned, and Mr. Booth requested a staff analysis of the factors causing the decreased ridership.

Mr. Craig suggested the district advertise the zone service in the County Weekly.

PERSONNEL ADMINISTRATION: Discussion was held of board policy in the event of an employee attempting to circumvent labor agreement grievance and arbitration procedures and seek board intervention. Mr. Booth moved that the board decline to hear matters relating to wages, hours or working conditions. The chairman stated the motion that the board establish a policy to decline to hear matters relating to wages, hours or working conditions. Mr. Booth objected that his motion was stated incorrectly. The chairman amended the statement to the original wording. The motion was duly seconded and carried unanimously.

LONG RANGE SPACE NEEDS: Mr. Dyer introduced John Briscoe of Briscoe & Berry, Architects. Mr. Briscoe gave a presentation of a recently completed study on LTD space needs and referred to displayed drawings of a Phase I and Phase II program to improve existing facilities. He noted that the success of the program would depend on acquisition of additional land for bus parking. Phase I, requiring about two years to implement, would add an addition to the present Planning building at 815 N. Garfield, with Administration and Operation moved to the building. Tire and oil storage would be removed from the building, and the building currently housing Administration at 1940 W. 8th would be razed. The garage at 731 Garfield would be remodeled and exclusively devoted to maintenance.

Phase II would consist of further additions to maintenance and general administration buildings and would require approximately one year to complete. He said the plan is based on a new preventative maintenance program being implemented so the facilities would be used full time.

Mr. Briscoe then presented a more immediate space need study, recommending that the north side of the building on 815 N. Garfield be immediately remodeled to provide additional office space, and the tire and oil storage currently in the north side of the building be relocated to the quonset hut.

Mr. Davis moved that the board accept the space needs study report and to move ahead on its implementation. Mr. Randall seconded the motion and it carried unanimously.

Mr. Dyer presented a staff recommendation and schematic drawing to accommodate space requirements between the present and time necessary to implement the Briscoe & Barry plan. He said it would involve remodeling the building at 815 N. Garfield by putting in partitions, heat and lights. The building at 1940 W. 8th would then house Communications Unit and the Demand Response staff. The board was assured that this short term plan was consistent with the long range plan with only minor revisions and that funds are available under the current capital grant.

Mr. Craig moved to proceed with the program as shown on the remodeling plan. Mr. Randall seconded the motion and it carried unanimously.

TRANSPORTATION ALTERNATIVE REPORT: Mr. Herbert presented for board review a response he has prepared to Mayor Anderson's request for additional information regarding means of implementation and timing for public transit under the various modal split assignments contained in the Transportation Report. He included an outline of a number of transit-related factors for consideration and suggested that he, Fred Dyer and David Rynerson attend the next appropriate transportation hearing to make a presentation and to answer questions.

FINANCE AND BUDGET: Mr. Randall moved the October bills in the amount of \$169,063.95 be paid. The motion was duly seconded and passed unanimously.

CAPITAL GRANT NO. OR-03-0007 AMENDMENT: Mr. Dyer requested board approval of an amendment to Capital Grant Project No. OR-03-0007. Upon motion by Mr. Randall and duly seconded, the board approved unanimously the adoption of the following resolution authorizing the district to file an amended application with the Department of Transportation, Urban Mass Transportation Administration, United States of America, under the provisions of the Urban Mass Transportation Act of 1964, as amended:

"WHEREAS, the Secretary of Transportation is authorized to make grants for mass transportation projects; and

WHEREAS, Lane County Mass Transit District's Federal amended grant application of May 21, 1974 for the purchase of new buses, the renovation of shop, fueling and washing properties and facilities and related support equipment was granted by the Urban Mass Transportation Administration of the United States of America on June 24, 1975, in the amount of \$426,476 for a total fund reservation from \$1,044,012 to \$1,470,488; said District desires to amend said application to provide 20 new transit coaches at a unit price of \$62,480 for a total amount of \$1,249,600 from \$900,000; to provide six specially equipped demand response vehicles for a total amount of \$102,000 from \$128,000; to provide a radio network for the fixed-route and the demand response systems for a total amount of \$64,750 from \$38,750; to provide additional office equipment for a total amount of \$14,418 from \$12,418; to provide for building improvements for a total amount of \$121,977 from \$101,977; to provide for contingencies of \$19,189 from \$119,189; thereby increasing the grant fund by \$271,600 for a total fund reservation for this project of \$1,687,768. The total project cost is \$2,109,710; and

WHEREAS, the contract with the Department of Transportation for financial assistance will impose obligations upon Lane County Mass Transit District, including that the obligation of the Lane County Mass Transit District is to provide the local share of the project cost; and

WHEREAS, the Department of Transportation, United States of America, requires that the Lane County Mass Transit District give assurance that it will comply with Title VI of the Civil Rights Act of 1964, and the Department of Transportation requirements thereunder;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of Lane County Mass Transit District:

- A. The General Manager, Fred C. Dyer, is authorized to execute and file a grant amendment application on behalf of the Lane County Mass Transit District with the Department of Transportation to aid in the financing of the purchase of new buses, the renovation

of shop, fueling and washing properties and facilities and related support equipment. Said amended application to request additional financial assistance in the sum of \$271,600 for the project (OR-03-0007) previously authorized for a total project cost of \$2,109,710.

- B. The General Manager is authorized to execute and file with such grant amendment application an assurance, or any other document required by the Department of Transportation, effectuating the purpose of Title VI of the Civil Rights Act of 1964.
- C. The General Manager is authorized to furnish such additional information as the Department of Transportation may require in connection with the grant amendment application or the project."

Mr. Booth moved the board adopt the resolution to approve the bus bids according to the staff recommendation as distributed. Upon notice of a clerical error, Mr. Booth amended the motion to correct "Bid File No. 75-20". The amended motion was duly seconded and the following resolution was then unanimously approved:

"Resolved that the Board of Directors of the Lane County Mass Transit District invest with Fred C. Dyer, General Manager, the authority to execute and sign contracts for the purchase of 20 transit coaches with the Flxible Company, Loudonville, Ohio in accordance with the bid proposal received October 30, 1975. (Bid File No. 75-20)."

TWO-WAY RADIO SYSTEM PURCHASE: Mr. Dyer gave a brief explanation of the two-way radio system bid analysis distributed to board members. He advised that competitive bids were received on November 7, 1975, from General Electric Company in the amount of \$92,608, and Motorola, Incorporated, in the amount of \$93,098. He further said that findings concluded that General Electric Company's bid did not meet the specifications in the invitation for bids and was not a compliant bid. The staff recommended that Motorola, Incorporated, be awarded the contract for this purchase.

Mr. Randall moved the board approve a resolution of purchasing the radio system from Motorola, Incorporated, and Mr. Craig seconded the motion.

The chairman then announced that representatives from the two companies would be allowed to speak to the board.

George Reinheimer, District Sales Manager of General Electric, Beaverton, stated that the bid from General Electric Company was low and was compliant with the specifications. He advised of their right to appeal to UMTA.

Leslie Smith, Manager, Telecomm Systems, Inc., Eugene, said that Bob Smading, a consulting engineer retained by the district to assist in writing the specifications, had informed him there were two bids in compliance.

Gordon Henry, Executive Sales Manager for Transit, Motorola, Inc., stated that it is a requirement of UMTA that the bidders must be compliant to specifications, and he believed General Electric Company was not.

Tim Dallas, Administrative Assistant for the district, advised that Mr. Smading had indicated that although he had remarked that he thought both bids were compliant, he felt it was inappropriate for him to enter into the bid analysis and that he had not made an analysis of the bids as to compliance.


Mr. Dyer spoke of the responsibility and the professional integrity of the staff to act in the best interest of the district and of the validity of their recommendation to award the contract to Motorola, Inc.

The question was put and voting favorably were Craig, Davis, Herbert, Kohnen, Randall and Shepherd; Mr. Booth opposing. The motion carried, adopting the following resolution:

"Resolved that the Board of Directors of the Lane County Mass Transit District invest with Fred C. Dyer, General Manager, the authority to execute and sign contracts for the purpose of a transit radio system with the Motorola Corporation in accordance with the bid proposal received November 7, 1975. (Bid File No. 75-21)."

AUDIENCE PARTICIPATION: Clark Winston Cox, representing West University Neighbors, expressed disappointment at the board's position on L-COG's Transportation Alternatives Report. He advised that the Citizens Advisory Committee of Lane Transit District, at its November 10, 1975, meeting, had endorsed an alternative with a minimum of 30% transit, to pursue a balanced land use policy including percentages for bicycle and pedestrian levels, with a 10% trip reduction. Mr. Herbert advised that the board will forward the committee's resolution to the City and County Planning Commissions without comment.

Meeting adjourned.



Recording Secretary



Secretary