



OPEN MEETING

**REGULAR MEETING OF THE GOLDEN RAIN FOUNDATION
MOBILITY AND VEHICLES COMMITTEE**

**Wednesday, December 5, 2018 – 1:30 p.m.
Laguna Woods Village Community Center Board Room
24351 El Toro Road**

REVISED AGENDA

1. Call to Order
2. Acknowledgment of Media
3. Approval of the Agenda
4. Approval of Meeting Report for October 3, 2018
5. Chair's Remarks
6. Member Comments (Items Not on the Agenda)
7. Response to Member Comments
8. Department Head Update

Consent:

None

Reports:

9. Transportation & Maintenance Manager's Report

Items for Discussion and Consideration:

10. Supplemental Funding to Replace Plan-A-Ride van
11. 2019 Early Release Bus and Vehicle Purchases

Items for Future Agendas:

12. Award of Contract for Bus Modeling Services
13. 2019 Vehicle and Equipment Purchases
14. Federal Transit Administration 5310 Grant Requirements:
 - Service Animals on Buses and Plan-A-Ride Vehicles
 - Oxygen generators and respiratory support devices on buses

Concluding Business:

15. Committee Member Comments
16. Date of Next Meeting – Wednesday, February 6, 2018
17. Adjournment

Ray Gros, Chair
Bruce Hartley, Staff Officer: 949-597-4650

Page Intentionally Left Blank



OPEN MEETING

**REPORT OF REGULAR MEETING OF THE GOLDEN RAIN FOUNDATION
MOBILITY AND VEHICLES COMMITTEE**

**Wednesday, October 3, 2018 – 1:30 p.m.
Laguna Woods Village Community Center Board Room
24351 El Toro Road, Laguna Woods, CA 92637**

MEMBERS PRESENT: Judith Troutman, Ray Gros, Bert Moldow, Cash Achrekar, Juanita Skillman in for Reza Bastani, Roy Bruninghaus, John Frankel

ADVISORS: Shelva Lenzkes, Vashti Willams

MEMBERS ABSENT: John Dalis

OTHERS PRESENT: Diane Phelps, Maxine McIntosh, Jim Juhan, Pat English

STAFF PRESENT: Bruce Hartley, Andrew Harrell, Lulu Bector, Tiffany Rivas, Siobhan Foster in audience, Brad Hudson in audience

1. Call to Order

Chair Troutman called the meeting to order at 1:30 p.m.

2. Acknowledgment of Media

Media present – Globe.

3. Approval of the Agenda

Agenda was amended to add new item #11a "Route Modeling Software" to the agenda. The amended agenda was approved by consensus.

4. Approval of Meeting Report for April 4, 2018

The Regular Meeting Report of August 31, 2018, was approved by consensus.

5. Chair's Remarks

Chair Troutman announced that it was her last meeting as Chair of the Committee and read an article from the Globe.

6. Member Comments (Items Not on the Agenda)

Zuellen Zima 823-A - Spoke regarding bus routes and complained about the Ride Now scheduling software.

Mary Wall 239-D – Spoke about a petition and supported the eleven route system.

Maxine McIntosh 68-C – Spoke about her experience at the last meeting.

Pat English 28-A – Spoke about alternative fuel buses powered by hydrogen.

Craig Cosby 732- B – Spoke about RV storage
Joan Coles 3147-C – Spoke about bus issues and scheduling issues.
Suzanne Model 3314-A – Spoke about missed rides.
Mary Wall 239-D – Spoke about Plan-A-Ride

7. Response to Member Comments

Director Moldow spoke about electric and hydrogen buses.
Director Gros spoke about grants.
Director Achrekar thanked Director Troutman and spoke about hydrogen buses.
Director Frankel and Chair Moldow responded to Ms. Zima's comments.
Director Bruninghaus spoke about out sourcing route design.
Chair Troutman spoke about RV storage.
Ceo Brad Hudson spoke about RV storage rental.
Director Bruninghaus spoke about the cost for commercial parking in RV lots.

8. Department Head Update

Mr. Hartley spoke about the departure of Drew Harrell, Transportation and Maintenance Services Manager; Jim Ross, the interim manager; Gary Anderson, Transportation Supervisor, retirement; and the promotion of Francisco Perez to Transportation Supervisor. Mr. Hartley spoke about the GRF Board approval of early release of 2019 capital funds to begin the purchasing process for four new buses.

Consent:

None

Reports:

9. Transportation & Maintenance Manager Reports

Mr. Hartley explained the Transportation & Maintenance Report and graphs.
Ms. Williams inquired about statistics regarding Plan- A-Riden missed reservations.
Director Achrekar spoke about benchmarking with other agencies to compare costs.

Items for Discussion and Consideration:

10. Weekend Fixed Route Bus Service Costs

Director Skillman spoke about the impact on assessments.
Advisor Williams spoke about lift bus passengers.
Director Frankel said the option the Committee was considering did not include eliminating Plan-A-Ride.
Chair Troutman spoke about cost per fixed route rider.
Mr. Hartley explained what the cost would be for the fixed route changes including the reduction of Plan-A-Ride.
Zuellen Zima 823-A – Commented that the eight route system does not work.
Larry Irion 682-O – spoke about the costs and the bus routes.
Mary Wall 239-D – talked about the Transportation budget.

John Frankel made motion to recommend to the Board an unbudgeted operating expenditure of \$96,000 to accommodate this service level for the remaining two months of 2018, and \$560,000 for 2019. Second by Director Cash Achrekar. Motion failed on four to two vote.

11. Shopping Carts on Buses

Mr. Hartley – Bus allows carts there are rules in place and the three bulleted items in the report outlines the rules about packages and carts on the bus and it is a recommended size not a requirement.

Chair Troutman commented that we should adjust any prior material to make sure it says it is a “recommended size”

Director Skillman commented that almost every vendor has delivery service available.
Suzanne Model 3314-A – Spoke about the cart issue.

11a. Route Modeling Software

Chair Moldow explained the issue and suggested hiring a consultant to look at providing services to develop and test route options.

Motion made by Director Moldow to direct staff to issue a RFP for bus route modeling service; second by Director Bruninghaus; approved unanimously.

Items for Future Agendas:

12. Service Animals on Buses and Plan-A-Ride Vehicles

13. Oxygen Generators and Respiratory Support Devices on Buses

Concluding Business:

14. Committee Member Comments

Director Bruninghaus thanked Chair Troutman.

Director Skillman thanked Chair Troutman.

Director Achrekar thanked Chair Troutman.

Director Moldow thanked Chair Troutman.

Director Gros thanked Chair Troutman.

Advisor Williams thanked staff.

15. Date of Next Meeting – Wednesday, December 5, 2018

16. Adjournment: The meeting was adjourned at 3:36 p.m.



Judith Troutman, Chair
GRF Mobility & Vehicles Committee

Page Intentionally Left Blank

STAFF REPORT

DATE: December 5, 2018
FOR: Mobility and Vehicles Committee
SUBJECT: Transportation and Maintenance Services Manager's Report

RECOMMENDATION

Receive and file report.

BACKGROUND

At each meeting of the Mobility and Vehicles Committee, the Transportation and Maintenance Services Manager provides information related to the Village transportation program and the operational costs of the Village vehicle maintenance program. The reports are varied each meeting and are submitted to the Committee to provide a broad spectrum of information on a variety of topics.

DISCUSSION

The Transportation and Maintenance Services Manager position is currently vacant. A very highly qualified individual has accepted the position and will begin work on December 10, 2018. He will be introduced at the January meeting of the M & V Committee.

At the October meeting, the Committee directed staff to retain the services of a qualified consultant to provide bus route evaluation and modeling services. Staff prepared a Request for Proposal, with the scope of work reviewed and approved by the Committee Chair prior to its release on December 3, 2018. Proposals will be received and evaluated in December. Depending on the number and quality of proposals received, staff will bring back a recommendation to the Committee at the January 2019 meeting seeking direction and support for supplemental funding, should the Committee desire to move forward.

Prepared By: Bruce Hartley, General Services Director

Reviewed By: Siobhan Foster, Acting Chief Executive Officer

Page Intentionally Left Blank

STAFF REPORT

DATE: December 5, 2018
FOR: Mobility and Vehicles Committee
SUBJECT: Request for Supplemental Funding to Replace Plan-A-Ride Van

RECOMMENDATION

Recommend to the Board of Directors approval of a request for supplemental funding in the amount of \$45,000 to replace a handicapped accessible van utilized for the Plan-A-Ride program that was damaged beyond repair as the result of an accident.

BACKGROUND

The Plan-A-Ride program that provides on-demand transportation services to residents of Laguna Woods utilizes a combination of two handicapped accessible vans and several buses to support the daily functions of the program. On October 13, 2018, one of the vans was involved in a solo vehicle accident that resulted in unrepairable damage to the vehicle. It was determined to be a total loss.

DISCUSSION

Due to the high number of reservations serviced by the Plan-A-Ride program on a daily basis, many requiring a handicapped accessible vehicle, staff are recommending the replacement of the van. On November 16, 2018, staff arranged for a viewing of the Ford Transit van that is being proposed to replace the Toyota Sienna van that was destroyed. Three Board members viewed the van and took advantage of the opportunity to ask questions about various features that the new style of van offered. Staff including a bus driver and Board members, were impressed by the utility of the van and how it addressed some operational challenges experienced with the Toyota product. The cost of the van would be approximately \$2,000 to \$3,000 less expensive than a replacement Toyota Sienna van.

FINANCIAL ANALYSIS

The replacement of the destroyed vehicle will cost approximately \$45,000 and would require supplemental funding from the G.R.F. Equipment Fund to purchase.

Prepared By: Bruce Hartley, General Services Director

Reviewed By: Siobhan Foster, Acting Chief Executive Officer

ATTACHMENT (S):

ATT-1: Photographs









STAFF REPORT

DATE: December 5, 2018
FOR: Mobility and Vehicles Committee
SUBJECT: Purchase of 2019 Early Release Vehicles and Equipment

RECOMMENDATION

Direct staff to proceed with the purchasing process for the acquisition of four buses, seven cargo vans and an industrial scrubber included in the 2019 budget, as authorized by the G.R.F. Board of Directors.

BACKGROUND

The approved 2019 Capital Plan includes funding for the purchase of 39 vehicles and pieces of equipment. Due to the long lead time for some vehicles (buses) and the immediate need for others (cargo vans and scrubber), Staff requested early release of the funds to move forward with the purchasing process for those units prior to January 1, 2019. The Board approved the request on October 2, 2018, authorizing the early release of \$811,800 for the purchase of those specific units.

The Mobility & Vehicles Committee Charter requires Committee review before proceeding with the budgeted purchase of vehicles and equipment.

DISCUSSION

The 2019 budget authorized the purchase of seven cargo vans with funding of \$301,800. The General Services Department has standardized the manufacturer of all cargo vans now purchased. The Ford line of Transit vans have proven to be an excellent replacement for the Ford Econoline vans that are no longer produced. They are highly fuel efficient, front-wheel drive and have modern safety features standard. Additionally, all interior componentry, i.e. cabinets, bins, ladder racks, etc. are now standardized for each operation and are produced by one company to streamline costs and eliminate the customization of each vehicle received. Staff recommends continuing with the purchase of the Ford Transit product line (see Attachment 1.)

Also included in the budget is funding of \$440,000 for the replacement of four buses. Staff is recommending that the four oldest buses currently in the fleet be retired, which will eliminate grant restricted buses in the process. Staff is recommending the purchase of two 15-passenger buses and two 9-passenger buses. The two newest buses, one of which is manufactured on the Dodge platform and the second bus, manufactured on the Ford platform, have been receiving mixed reviews from bus riders (see Attachment 2.) Although Staff supports the purchase of the Ford-based product, the purchasing process could evaluate other manufacturers of similar size buses, prior to award of purchase. This process could include

opportunities for Committee Members, bus drivers and residents to test ride various products before a decision is made on which product to purchase.

Purchase of 2019 Early Release Vehicles and Equipment

December 5, 2018

The industrial scrubber to be purchased is manufactured by Tennant Corporation and is included in the budget with funding of \$70,000. The M-20 Model is a self-contained propane-powered machine that dispenses degreasers or other cleaning products onto concrete garage surfaces or clubhouse walkways and plazas, then scrubs the surface clean and vacuums up all of the solution, leaving a clean safe result. Staff currently rents a similar machine twice each year to clean Garden Villa garages, but is not cleaning clubhouse areas. The new machine will allow for expansion of that program (see Attachment 3.)

FINANCIAL ANALYSIS

Funding for the purchase of the requested vehicles and equipment is included in the 2019 Capital Plan.

Prepared By: Bruce Hartley, General Services Director

Reviewed By: Siobhan Foster, Acting Chief Executive Officer

Betty Parker, Chief Financial Officer

ATTACHMENTS:

ATT-1: Ford Van Information

ATT-2: Bus Information

ATT-3: Scrubber Information



Quality, Flexibility & Reliability



THE FORD TRANSIT CONNECT.

Ideal for nursing homes, group homes, senior living and more, the Transit Connect holds up to five passengers and one wheelchair. Plus it delivers excellent fuel economy.

It's what you'd expect from MobilityWorks® Commercial, the leading provider of ambulettes, wheelchair accessible vans, minivans and shuttles in America. You'll have peace of mind knowing you have the best and safest vehicles possible to transport your passengers.



www.MobilityWorksCommercial.com
Biz@MobilityWorks.com | 800-769-8267


mobilityworks®

Commercial

Agenda Item #11
Page 4 of 9



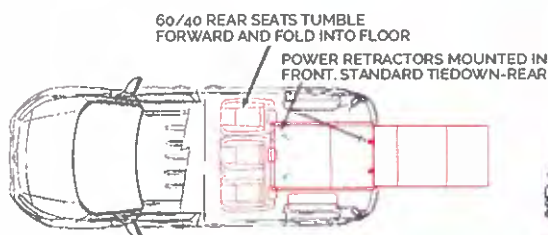
ROOMIER AND MORE STYLISH THAN EVER BEFORE.

It comes with our exclusive FlexFlat™ ramp as standard equipment. It folds flat when not in use to create a very convenient and usable deck.

- No need to move 2nd row of seating to add a wheelchair position
- Accommodates 5 passengers and a wheelchair
- Auto-retracting wheelchair securing system (electronic system available)
- Rear lift gate swings up and out of the way and can provide coverage in inclement weather
- Best-in-class 24 average mpg in combined driving
- Best-in-class interior space
- Front and side airbags for driver and front passenger
- Successfully crash tested
- ADA and FMVSS compliant

VEHICLE SPECIFICATIONS CHART

Rear door opening height	58-1/2"
Rear door opening width	52"
Interior height (mid-section)	56-1/2"
Max. interior width @ at B-pillar	58-1/2"
Lowered floor length	51"
Width between wheelbox	48"
Ramp width	31-1/2"
Ramp length	58-1/2"
Ramp capacity	800 lbs.
Ramp angle	9 degrees
Wheelbase	120.6"



FLEXFLAT. A RAMP AND A USABLE SURFACE.



Before — Vertical



After — Flat

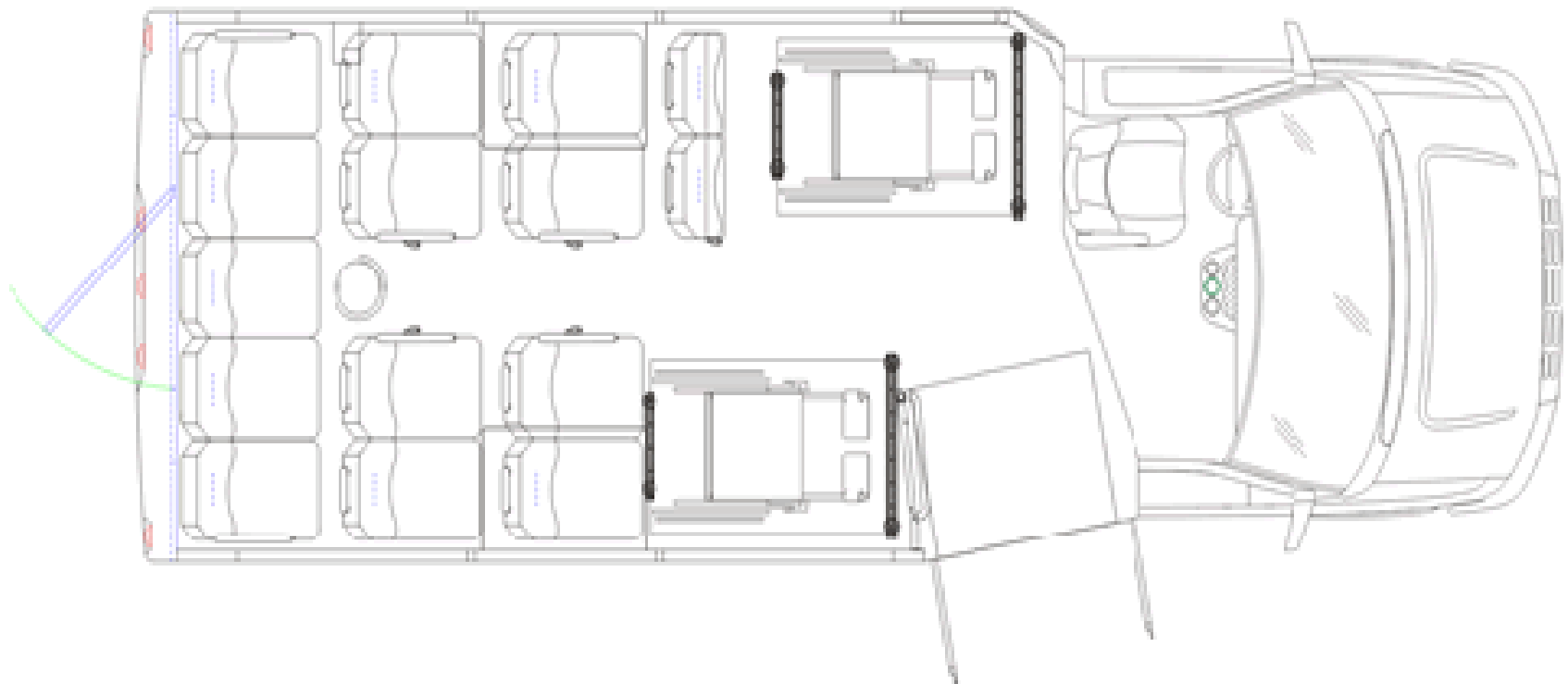
FLEXFLAT™

It's a wheelchair ramp that folds flat when not in use. It's there when you need it and folds out of the way when you don't, creating a useable deck like a standard minivan. Perfect for luggage, boxes, cargo, golf clubs and more.

- No more barriers
- Like having both regular and accessible vans in one
- Converts in just seconds
- FlexFlat comes standard on Transit Connect



23ft, 165" WB - 15 Passenger







Page Intentionally Left Blank