

ALAMEDA-CONTRA COSTA TRANSIT DISTRICT



STAFF REPORT

MEETING DATE: 5/13/2020

Staff Report No. 20-197

TO: AC Transit Board of Directors
FROM: Michael A. Hursh, General Manager
SUBJECT: Ratification of Emergency Actions

ACTION ITEM

RECOMMENDED ACTION(S):

Consider ratifying various actions taken under the General Manager's emergency authority granted by Resolution Nos. 20-020 and 20-022 pertaining to fare collection, service levels, passenger load limits, rear-door boarding, securement of mobility devices, and health insurance benefits for new employees in response to the Coronavirus Pandemic and crisis (COVID-19).

STRATEGIC IMPORTANCE:

Goal - Safe and Secure Operations
Initiative - Service Quality

During the unprecedented response to COVID-19 shelter in place orders the District took emergency actions to protect the workforce while still focusing on the service quality initiative, developing a reduced service plan that provides life-line service for essential trips

BUDGETARY/FISCAL IMPACT:

The fiscal impact of the District's purchasing decisions in response to the Coronavirus pandemic is as follows:

Personal Protective Equipment (PPE)

Masks (purchased 10,000 surgical masks and 40,000 KN95 masks)
Hand Sanitizer (purchase 1,500 gallons)
Wipes (purchased 3,600 canisters)
Goggles (disbursed 900 sets to Operators; purchased 1,200 additional sets).

Costs

The Procurement Department is developing long-range cost projections for on-going PPE needs. The estimated spend-to-date for PPE is \$858,263. The cost of early medical benefits for new hires was \$9000. The fare loss for the month of March is estimated to be \$3,000,000, and \$5,000,000 for the month of April. It is anticipated fare losses will continue at \$5,000,000 per month.

BACKGROUND/RATIONALE:

On March 17, 2020, the Board of Directors held an emergency meeting in response to COVID-19 and adopted Resolution No. 20-220 granting emergency authority to the General Manager for 30 days. On April 8, 2020, the Board adopted Resolution No. 20-022 extending this authority to May 15th. Since that time, the General Manager has taken several emergency actions, including:

- Waived the 30-day waiting period to activate health insurance benefits for 20 new employees who were hired before a hiring freeze was enacted.
- Authorized rear-door only boarding and the cessation of fare collection to avoid bunching at the front door and for operator safety.
- Authorized maximum passenger loading limits fleet-wide to ensure social distancing is consistently maintained.
- Reduced weekday service levels to the equivalent of weekend service level with additional Transbay trips based on ridership needs.
- Relaxed Mobility device requirements to allow for optional device securement.
- Authorized the cessation of fare collection on Paratransit, again for operator and customer safety.

ADVANTAGES/DISADVANTAGES:

Approval of the actions of the General Manager will ensure advance preparation, planning and fulfillment of the District's goals to provide safe service as well as meeting the needs of employees.

ALTERNATIVES ANALYSIS:

There are no practical alternatives to the course of action recommended in the report.

PRIOR RELEVANT BOARD ACTION/POLICIES:

SR 20-162 Resolution 20-020 Emergency Authority to the General Manager
SR 20-162a Resolution 20-022 Extending the General Manager's Authority through May 15, 2020

ATTACHMENTS:

None

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Approved/Reviewed by:

Jill A. Sprague, General Counsel

Linda A. Nemeroff, District Secretary

Claudia L. Allen, Chief Financial Officer