



**CITY OF MORRO BAY
PUBLIC WORKS ADVISORY BOARD
AGENDA**

The City of Morro Bay is dedicated to the preservation and enhancement of the quality of life. The City shall be committed to this purpose and will provide a level of municipal service and safety consistent with and responsive to the needs of the public.

Veteran's Memorial Hall
Regular Meeting, 6:00 p.m.

209 Surf Street, Morro Bay
Wednesday, November 17, 2010

Matt Makowetski, Chair
Bill Olson
Richard Rutherford

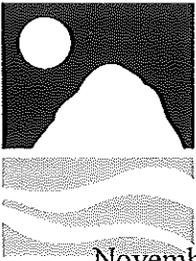
June Krystoff-Jones, Vice Chair
Jenny Brantlee

- I. CALL TO ORDER AND ROLL CALL**
- II. PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE**
- III. ACCEPTANCE OF AGENDA**
- IV. ANNOUNCEMENTS**
- V. WRITTEN COMMUNICATIONS**
- VI. PUBLIC COMMENTS/PRESENTATIONS**
 - A. Presentation on Central Coast Maritime Museum Association Project (Brantlee)
- VII. CONSENT CALENDAR**
 - A. Approval of Minutes of October 27, 2010
- VIII. DIRECTOR'S REPORT/INFORMATION ITEMS – No action required**
- IX. NEW BUSINESS**
 - A. Consider Cancellation of December 15, 2010 Public Works Advisory Board Meeting (Livick)
- X. OLD BUSINESS**
 - A. None
- XI. FUTURE AGENDA ITEMS**

Pavement Management Plan (Livick)	Water Conservation (Wade)
City Facility Tour (Staff)	Collection System Repairs (Randall)
- XII. ADJOURNMENT – Next Regular Meeting: 6:00 p.m., Wednesday, December 15, 2010**

THIS AGENDA IS SUBJECT TO AMENDMENT UP TO 72 HOURS PRIOR TO THE DATE AND TIME SET FOR THE MEETING. PLEASE REFER TO THE AGENDA POSTED AT THE DEPARTMENT OF PUBLIC SERVICES, 955 SHASTA AVENUE, FOR ANY REVISIONS OR CALL THE DEPARTMENT AT 772-6261 FOR FURTHER INFORMATION.

MATERIALS RELATED TO AN ITEM ON THIS AGENDA SUBMITTED TO THE PUBLIC WORKS ADVISORY BOARD AFTER DISTRIBUTION OF THE AGENDA PACKET ARE AVAILABLE FOR PUBLIC INSPECTION AT; PUBLIC SERVICES OFFICE AT 955 SHASTA AVENUE, MORRO BAY, CA 93442; MORRO BAY LIBRARY AT 625 HARBOR STREET, MORRO BAY, CA 93442; MILLS/ASAP REPROGRAPHICS AT 495 MORRO BAY BOULEVARD, MORRO BAY, CA 93442 DURING NORMAL BUSINESS HOURS. IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT THE DEPARTMENT OF PUBLIC SERVICES AT LEAST 24 HOURS PRIOR TO THE MEETING TO INSURE THAT REASONABLE ARRANGEMENTS CAN BE MADE TO PROVIDE ACCESSIBILITY TO THE MEETING.



City of Morro Bay

Morro Bay, CA 93442 • 805-772-6200
www.morro-bay.ca.us

November 4, 2010

Regional Transit Authority
Attn: Edward King
179 Cross Street, Suite A
San Luis Obispo, CA 93401

Subject: Letter Regarding Request for Proposals MB 10-T1

Dear Mr. King:

The City is in receipt of your letter regarding the staff report to the Public Works Advisory Board regarding the award of the Request for Proposals for the operation and management of Morro Bay Transit and Trolley services.

It appears there is a misunderstanding of the City Council's actions with regard to Morro Bay Transit earlier this spring. On April 26, 2010, the Council approved changing local transit service from a demand response system to a flex fixed route system. This change was to begin July 1, 2010 with the new fiscal year and was not a six month pilot program. At the same meeting, however, there was discussion of a pilot volunteer community bus program to augment the new flex fixed route, but the Council took no action to fund such a pilot program.

With regard to a RFP to operate and manage City transit services, the Council, at this same meeting, approved a six month extension of the contract with MV Transportation to get through the transition to the flex fixed route and expressed the desire for going through the RFP process to ensure the City would be getting the best price for transit services.

While the transit RFP to be awarded is for a three year contract, there is a provision in the agreement regarding the Transit Efficiencies Group activities and the proposed consolidated service concept that was not adequate for the City to pursue at the time. Additionally, the provision notes the City is willing to continue working the San Luis Obispo Council of Governments and RTA on the proposed service concept and if during the term of the agreement changes are made to the to address its deficiencies and is approved by the Council to move forward with implementation to begin during the term of the agreement, then the City and Contractor agree to terminate the agreement. This information was in the RFP specifications and contract.

FINANCE
595 Harbor Street

HARBOR DEPARTMENT
1275 Embarcadero Road

ADMINISTRATION
595 Harbor Street

CITY ATTORNEY
955 Shasta Avenue

FIRE DEPARTMENT
715 Harbor Street

POLICE DEPARTMENT
850 Morro Bay Boulevard

PUBLIC SERVICES
955 Shasta Street

RECREATION AND PARKS
1001 Kennedy Way

With regard to the proposal RTA submitted in response to the City's Request for Proposals MB 10-T1, the evaluation committee rated the proposal based on the information provided therein and scores would have reflected positive aspects in the proposal, as well as deficiencies, so just because something was not mentioned in the staff report regarding the evaluation committee recommendation, does not mean that a particular item was not factored positively into his/her overall rating.

In prior transit services RFP, interviews have been held when the scoring between the top two or three proposals are the same or within a few points of each other or if the cost proposals are close. Neither was the case in this RFP and the evaluation committee determined that interviews would not be necessary.

As for regional connectivity with the new flex fixed route, when developing the route, destination data was reviewed to determine where passengers were traveling to and from in order to design a route to best serve the established needs of existing Dial-A-Ride riders. Connecting trips to RTA at City Park ranked fifth after school trips. As such, there were more than 25 different bell times for the two schools and Route 12 times at City Park to try and schedule for and unfortunately, while most all times could be met, not all could be met and result in longer wait times for the connection. The City is more than willing to review route timing for the schools and Route 12 City Park connections to shorten wait times.

If you have any questions, please do not hesitate to contact me.

Sincerely,



Janeen Burlingame
Management Analyst

cc: City Council
City Manager
Public Services Director
Public Works Advisory Board
Transit Efficiencies Committee



179 Cross Street, Suite A • San Luis Obispo, CA 93401
(805) 781-4472 • fax (805) 781-1291
www.slorta.org

October 27, 2010

Janeen Burlingame
City of Morro Bay
595 Harbor Street
Morro Bay, CA 93442

RECEIVED
OCT 29 2010
City of Morro Bay
Public Services Department

Dear Janeen:

Thank you for providing a copy of your staff report to the Public Works Advisory Board with your recommendation to award a three year contract to MV Transportation for the operation of the Morro Bay Transit and Trolley. During a conference call on June 2 with the Estero Bay Efficiencies Committee you advised us that you were converting the Morro Bay DAR to a flex fixed route, and said it was a pilot program that would be in place through the end of the calendar year with an evaluation and determination on whether to continue this model being considered by the committee prior to the end of the pilot. We are not aware of any such evaluation and were therefore very surprised to learn that you had issued an RFP for this service after the fact. To our knowledge, there was no dialogue with anyone on the committee regarding this.

We have reviewed the report that you have prepared and would like to make the following comments.

Although you found the MV proposal superior to RTA's under technical ability, there is no mention of RTA's ability to provide comprehensive regional support to the Morro Bay system. We do provide information on the RTA's vehicle pool and personnel resources that are available. We felt that this would be a benefit to your city knowing that these resources were available locally. Many of the points made in this section of the report discard the basic premise that we have operated or administered transit operations for over twenty years, and as you are well aware as a recipient of federal and state funding we have complied with California DMV screening requirements, DOT drug/alcohol testing, post accident testing, pre and post vehicle inspection, etc. In fact you were a member of our panel who reviewed prospective vendors and our in-house analysis in the spring of 2009 which included our technical requirements and standards. We had mentioned in our proposal several times that many of the technical items required were not included but could be substantiated.

It is apparent that RTA was penalized for "only providing in-house operations for one year". Although this is accurate, RTA has provided oversight to similar operations for over 20 years as well as having over sixty (60) years of combined hands on staff experience in providing quality transit operations. There is no mention of this in your report.

The Regional Transit Authority is a Joint Powers Agency serving the residents and visitors of:

Arroyo Grande • Atascadero • Grover Beach • Morro Bay • Paso Robles • Pismo Beach • San Luis Obispo • County of San Luis Obispo

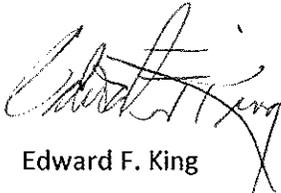
It is apparent that you did not take into consideration our depth of dispatch coverage at our dispatch center where we have staff available from 8:00AM through 5:00PM daily to schedule trips and answer customer inquiries, as well as road supervision coverage and overall support from 4:30AM through 10:00PM daily. Our proposal identified dispatch hours noted above. Your statement that there is no information on whether there is a dispatcher on duty is misleading. Lastly, you are currently receiving two hours of order taking per day from the same MV employee who is also the project manager, dispatcher, road supervisor and trainer. What happens if this person is on vacation or sick? What happens if this person has to respond to an accident and they are scheduled to be dispatching or taking reservations? Was the technical scoring appropriately accounted for in these situations?

Lastly, it is unfortunate that your committee decided not to conduct interviews for further discussion as our proposal was for a turn-key system. We did not provide detail on the certification form so noted in your report as we do not have a monthly management fee or an overhead/profit line item.

It appears that you are now moving toward a three year agreement for this service model rather than the six month mentioned previously. Unfortunately this model that provides local service needs does not provide for a convenient timed transfer to regional service. In the end it is a disservice to customers trying to connect to regional service as it does not provide very good transit service outside of the city or along that segment of the north coast which is something that we collectively strive for. In our continuing efforts to provide the highest quality of regional transit services, whether they be Morro Bay's, RTA's the County's or another jurisdiction, we hope that you will re-evaluate the implications to regional connectivity.

Thank you again for providing the report and we wish you well with your new contract and service model.

Sincerely,

A handwritten signature in black ink, appearing to read "Edward F. King". The signature is written in a cursive style with a large, sweeping "K" at the end.

Edward F. King

Cc: Estero Bay Efficiencies Committee
Morro Bay Public Works Advisory Board

AGENDA ITEM: VII-A

DATE: November 17, 2010

ACTION: _____

CITY OF MORRO BAY
PUBLIC WORKS ADVISORY BOARD
SYNOPSIS MINUTES

(Complete audio- and videotapes of this meeting are available from the City upon request)

Veterans Memorial Hall
Regular Meeting, 6:00 p.m.

209 Surf Street, Morro Bay
Wednesday, October 27, 2010

Matt Makowetski, Chair

June Krystoff-Jones, Vice Chair
Bill Olson

Jenny Brantlee
Richard Rutherford

I. CALL TO ORDER AND ROLL CALL

Chairperson Makowetski called the meeting to order at 6:00 p.m. and noted Board member June Krystoff-Jones is absent and all other Board members are present.

Staff Present: Rob Livick and Janeen Burlingame.

II. MOMENT OF SILENCE

Makowetski called for a moment of silence.

III. ACCEPTANCE OF AGENDA: Olson moved to accept the Agenda as presented. Rutherford seconded the motion. The motion carried unanimously (4-0).

IV. ANNOUNCEMENTS: Brantlee invited the community to attend the Morro Bay Historical Society's Annual Guest Event which will be a potluck and tribute to Botso Korisheli who will be presenting a documentary of his life.

V. WRITTEN COMMUNICATIONS:

Makowetski announced the receipt of several letters. The first was a letter received from the Morro Bay Citizen's Bike Committee regarding the Bike Parade held in June 2010. Second, a letter was received from the Regional Transit Authority (RTA) regarding the Dial a Ride program in Morro Bay. Third, another letter was received from RTA regarding the public art project at the Morro Bay bus shelter at City Park. Fourth, Makowetski noted correspondence stating that on Thursday, October 27th, there will be a public meeting at the Morro Bay Community Center on Kennedy Way from 5-8 p.m. seeking public discussion on the Draft Environmental Impact Report (EIR) for the Wastewater Treatment Plant upgrade project. Fifth, a memo was received which summarized the information presented to City Council regarding the Public Hearing held in September 2010 on the new City transit program.

VI. PUBLIC COMMENTS/PRESENTATIONS - None

VII. CONSENT CALENDAR:

A. Approval of minutes from the September 15, 2010 meeting. Rutherford moved to approve the September 15, 2010 minutes. Olson seconded the motion. The motion carried unanimously (4-0).

VIII. DIRECTOR'S REPORT/INFORMATION ITEMS:

Livick announced there will be a State water shutdown from Nov. 1st to Nov. 22. The City's water source during this shutdown will be the desalination plant and local groundwater. Livick reminded all to please use water wisely especially during this shutdown period.

Board members discussed the following:

- The status of work at South Bay Boulevard and Quintana. Livick said the City's Maintenance Department has a work order to install flashing beacons at that intersection.
- The status on Collections lift station #2 and its problems with reliability. Livick responded that it is a duplex system with back up pumping capacity. As a pump needs maintenance, it is pulled out for repair. Currently, staff is keeping the station going until it can be put out to bid. Construction is estimated to begin in Spring 2011.
- Livick also asked to emphasize the public hearing notice seeking additional public input for the Draft EIR for the Wastewater Treatment Plant upgrade project to be held tomorrow October 27th from 5-8 p.m. at the Community Center.
- Makowetski asked Livick to update the Board on the status of the North Morro Bay Bike Lane Project. Livick discussed with Board members in detail the contractor status of the work currently being done.

IX. NEW BUSINESS:

A. Public Art Proposal for Painted Mural on City Park Bus Shelter (Burlingame)

Burlingame presented the staff report stating that Neil Farrell is present to give a presentation on the proposal and stated that the Board will be listening to the proposal, give comments and provide a recommendation to the City Council.

Farrell presented the Art Foundation's City Park bus shelter proposal including photo renderings of the mural's theme.

Board members discussed their support for the Public Art Proposal and recommended that the City move ahead with the proposal from the Morro Bay Public Art Foundation to paint and improve the bus structure at City Park.

B. Consideration of Award of Request for Proposals No. MB 10-T1 Operation and Management of Morro Bay Transit and Trolley Services (Burlingame).

Burlingame presented the staff report regarding the proposals received by the Evaluation Committee and their review process and subsequent recommendation to award the contract to MV Transportation.

Board member Olson, as a member of the Evaluation Committee, noted that the RTA did not come up with all the data and their total bid was substantially higher than MV Transportation. Brantlee asked to clarify the charts on pages 5 and 6 and where to find information on the breakdown of drivers' wages and fringe benefits. Burlingame noted that the information can be found on page 7 at the top of the page.

Makowetski noted that a letter from the RTA was received regarding their submitted proposal and that they were not able to provide extra information in their bid. Makowetski asked Burlingame if the City had responded to this letter. Burlingame noted that the City had received this in an email at 4:30 p.m. today and a response has not been sent yet.

Board members concurred with the Evaluation Committee's recommendation that the City Council consider the proposals received from the RFP and award the proposal to MV Transportation.

Makowetski moved that the PWAB recommend the Evaluation Committee's report be advanced to the City Council for acceptance. Olson seconded the motion. The motion carried unanimously (4-0).

X. OLD BUSINESS:

A. None.

XI. FUTURE AGENDA ITEMS: Pavement Management Plan (Livick). City Facility Tour (Staff), Water Conservation (Wade), Collection System Repairs (Randall).

Brantlee would like to agendize for future discussion the potential site for the Central Coast Maritime Association. Brantlee and the other Board members agreed that Brantlee will bring the Maritime Association item to discuss at the next PWAB meeting.

XII. ADJOURNMENT

The meeting was adjourned at 6:55 p.m. to the next scheduled meeting to be held at the Veteran's Memorial Hall on Wednesday, November 17, 2010, at 6:00 pm.

PUBLIC WORKS ADVISORY BOARD
 City of Morro Bay, Department of Public Services
Director's Report / Information Items
 Prepared: 11/09/2010

AGENDA NO.: <u>VIII</u> DATE: <u>11/17/2010</u>
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Category	Information Item	Staff Contact	Status
Transit	Morro Bay Transit and Trolley Request for Proposals	Janeen Burlingame	The City Council awarded Request for Proposals No. MB 10-T1 to MV Transportation at its November 8, 2010 meeting. The three year operations and management agreement will begin January 1, 2011.
Wastewater	Joint Powers Agreement (JPA)	Bruce Keogh	- <u>Morro Bay – Cayucos WWTP</u> : City staff and the permitting consultant are working on responses to the comments received on the draft EIR. The JPA typically meets the second Thursday of each month. This month the meeting is November 18 at the Morro Bay Community Center. Agendas and minutes are available on the City's website for review.
Other Capital Projects	Fire Station 53 Admin/Living Quarters Project	Dylan Wade	The project has been awarded a 1.6 million dollar Federal Emergency Management Agency (FEMA) grant. We are awaiting for FEMA to complete the review of the Environmental Assessment (EA) and the subsequent Finding of No Significant Impact (FONSI). We have recently been informed that FEMA may be unwilling to allow for an exception to the Buy American provisions for equipment to which there is no domestic manufacturer. Once the FONSI is complete, and we have either redesigned the building for the new HVAC or have received the proper clearance to waive the buy American provisions we will be able to send the project out to bid.

Category	Information Item	Staff Contact	Status
Water	Resource Management, Operations	Dylan Wade, Michael Randall, Jamie James	<ul style="list-style-type: none"> - <u>Mandatory Water Conservation Measures</u>: Mandatory Water Conservation Measures are in effect. The community is currently at a Moderately Restricted Water Supply condition in accordance with section 13 of the municipal code. - <u>State Water Project</u>: The State Water shutdown is underway and will be running from November 1st through November 22 of this year. Please make every reasonable effort to conserve water during this critical water supply period. - <u>Potable Water Production</u>: Total potable annual water production for 2009 was 1429 acre feet with 235 acre feet of groundwater, 64 acre feet of desalinated water, and 1069 acre feet of State Water. Total October Water production was 104.4 af with 6.3 af of brackish treated water, 98.1 af of State Water, and no groundwater. - <u>Chorro Valley</u>: The City hired a consulting firm to perform a study on the interference on Chorro Creek from the operation of the wells. The field work was recently completed and will be used in discussions on a water rights complaint filed with the State Water Resources Control Board by one of the land owners in the basin. - <u>Desal Plant Brackish Treatment System</u>: The newly installed BWRO treatment trains are being used and are being augmented by water from Morro and Chorro Groundwater Basins. - <u>Water System Operator</u>: The water division has an open recruitment for an entry level Water System Operator I position. The application period closes November 30th. We will be reviewing the applications and hopefully extending by the end of the year.
Collection System	Collection System	Dylan Wade, Michael Randall, Jim Hayes	<ul style="list-style-type: none"> - <u>Collection System Operator</u>: The collections division has an open recruitment for a Waste Water Collections System Operator III position. The application period closed October 29th. We will be reviewing the applications and hopefully extending an offer later this month. - <u>Lift Station 3 (Quintana Road)</u>: The 50% design submittal package has been reviewed and the project is progressing through the design phase. The adjacent property Owner has agreed to grant the City an easement for utilities, the City is preparing the Right of Way documents for use in this process. The station has developed a leak at the base of the dry pit which is being repaired to keep the station operational until the replacement work can be completed. - <u>Lift Station 2 (Front Street)</u>: Design work is complete on the Lift Station #2 Replacement Project. The preparation of bid documents including the Front end specification are the last remaining work item. The lift station has continued to experience problems with reliability. - <u>Collection System</u>: The City has recently compiled another in a series of construction contracts to repair and rehabilitate sections of the collections system. With this series of contracts we will be implementing projects designed to both rehabilitate our system as well as investigate the effectiveness of various trenched and trenchless repair techniques. Based on our review of current videos, and dependent on maintaining the current level of staffing, the collections system rehabilitation work could be largely completed prior to bringing the new plant online.

Category	Information Item	Staff Contact	Status
Streets/Sidewalks/ Storm Drain Maintenance	Local Street Maintenance Projects ARRA (Stimulus \$)	Mike Wilcox, R&P Barry Rands	Street, Sidewalk, Street Tree and Stormdrain maintenance has shifted to the Recreation and Parks Maintenance Division as of July 1, 2010. If you have street, street tree or storm drain maintenance issues please call 772-6278 so that it can be added to the list of work. Maintenance Division has been working on the following items: North Main Bike Lanes and Overlay project started of construction on October 4, 2010 and the project has a 45 working day schedule. Current work activities include installation of new curb, gutter, curb ramps and sidewalk to fill in the gaps along with replacement of non-compliant curb ramps. Paving started the week of November 8 and striping will start three week (minimum) after paving to insure the paving has cured.
Storm Water	Storm Water Plan	Rob Livick	Staff is preparing revisions to the City's Stormwater regulations relating to illicit discharge and storm water controls for new development.
Bike Paths	City-wide Bike Lanes	Rob Livick	Bike Plan will be the next priority after the pavement management plan.
Misc			Sign up for Notify Me on the City's Website for notification of Council, Boards and Commissions information.

*** Please contact individual staff members prior to the meeting if possible for more detailed information.**



AGENDA NO: IX-A
Meeting Date: **November 17, 2010**

Memorandum

TO: PUBLIC WORKS ADVISORY BOARD **DATE:** November 10, 2010
FROM: ROB LIVICK, PUBLIC SERVICES DIRECTOR
SUBJECT: CONSIDER CANCELTION OF DECEMBER 15, 2010 PUBLIC WORKS
ADVISORY BOARD MEETING

DISCUSSION

Staff is recommending the December 15, 2010 Public Works Advisory Board meeting be cancelled. Staff will not have any items that need to be brought to the Board for the December meeting. The next regularly scheduled meeting will be January 19, 2011.