



September 26, 2014

To: Executive Board

Subject: **Contract Transition – Foothill Transit Arcadia Operations and Maintenance**

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### **Recommendation**

Receive and file a status update on contract transition activities at Foothill Transit's operations and maintenance facility in Arcadia.

### **Analysis**

First Transit currently provides operations and maintenance services for 146 CNG buses operating out of Foothill Transit's facility in Arcadia. At the July 25, 2014 meeting the Executive Board authorized award of a contract to Veolia Transportation, now known as Transdev, for transit operations and maintenance services at Foothill Transit's Arcadia facility. Transition activities have continued and accelerated since the Board was last updated at the August 29<sup>th</sup> meeting and are now in the final stages in preparation for the contract turnover on October 5, 2014.

As of September 5, 2014 Transdev has completed the hiring and on-boarding process for 363 of the 393 coach operators, dispatchers, technicians, and utility personnel to be employed as indicated in their Best and Final Offer submitted during the proposal evaluation process. Most of these individuals are current First Transit, Inc. employees as stipulated in California Labor Code Sections 1070-1074 which requires local government agency, including any city, county, special district, transit district, joint powers authority, or nonprofit corporation that awards or otherwise enters into contracts for public transit services performed within the State of California that:

*A successor contractor or subcontractor who agrees to retain employees pursuant to subdivision (a) shall retain employees who have been employed by the prior contractor or subcontractors, except for reasonable and substantiated cause.*

As part of the transition process, all coach operators and maintenance technicians are currently undergoing new hire orientation and training that is specific to Transdev. Their skills are also being assessed and each employee is also receiving refresher customer service training. All training activities associated with the transition process have been taking place outside of the employee's normal working hours, so as to minimize impact on the current service being provided. These classes and activities are scheduled so that the training is provided efficiently and effectively and to ensure that a sufficient number of operators are trained and ready on October 5. As of September 5<sup>th</sup>, more than 70 percent of the operators had completed all four modules of the required training. At the conclusion of the initial onboarding sessions, Transdev hosted a new hire



operator job fair on August 20<sup>th</sup>. These operators began their training, including behind-the-wheel training on September 19<sup>th</sup>.

Transdev has submitted several of the required operations plans for Foothill Transit review and approval including training, maintenance, system security and emergency preparedness plans.

The turnover process also involves a complete audit and inspection of Foothill Transit's fleet, facility and equipment at the Arcadia location to ensure that all Foothill Transit assets are returned in a condition that meets Foothill Transit's standards. The initial turnover audits and inspections have been completed and First Transit is working to address those issues identified by members of the administrative team or by the independent third-party contractors hired to complete the turnover assessments including making the necessary repairs to the vehicles and facilities. In addition, separate equipment audits on the fare collection equipment have been conducted along with cash counts of farebox revenues to ensure proper functioning of the equipment that will be assigned to Transdev on October 5.

The results of the second inspection are being reviewed by Transdev personnel in preparation for Foothill Transit's assets being turned over to Transdev for provision of service during the term of our agreement with them. Transdev will begin delivery of service out of Foothill Transit's Arcadia location beginning at midnight on October 5, 2014. The agreement is for a four-year term with three two-year options that can be exercised at Foothill Transit's sole discretion.

**Budget Impact**

This is a status update item only. There is no budget impact.

Sincerely,

LaShawn King Gillespie  
Director of Customer Service and Operations

Doran J. Barnes  
Executive Director