REVISED October 19, 2020



Agenda Item No. (6)(A)

REPORT OF THE GENERAL MANAGER BOARD OF DIRECTORS MEETING OF OCTOBER 23, 2020

The Honorable Board of Directors Golden Gate Bridge, Highway and Transportation District

Honorable Members:

2020 ANNUAL ACHIEVEMENT OF EXCELLENCE IN PROCUREMENT AWARD

For the third year in a row, the District has received the prestigious Achievement of Excellence in Procurement® (AEP) Award from the National Procurement Institute (NPI). The AEP Award is earned by public and non-profit agencies that demonstrate a commitment to procurement excellence. This annual program recognizes procurement organizations that embrace Innovation, Professionalism, Productivity, Leadership and e-Procurement. The District was one of only nine transit authorities out of 188 total agencies across the United States and Canada to receive the award.

UPDATE ON IMPACTS OF THE COVID-19 PANDEMIC ON DISTRICT OPERATIONS, RATIFY AND AUTHORIZE ACTIONS BY THE GENERAL MANAGER, AND CONSIDER POSSIBLE ACTION TO TERMINATE THE SUSPENSION OF BOARD PROCEDURAL RULES AND POLICIES FOR COVID-19 RELATED EMERGENCY ACTIONS

At the March 27, 2020 regular meeting of the Board of Directors, the Board adopted Resolution No. 2020-017. In this action, the Board authorized the General Manager to continue to take necessary and appropriate actions in response to the ongoing COVID-19 pandemic and suspended Board procedural rules and policies to allow the timely execution of emergency actions, subject to the Board's review and consideration at each subsequent regularly scheduled meeting. The review of the suspension of rules and procedures appears under agenda item 10(A).

A. UPDATE ON IMPACTS OF THE COVID-19 PANDEMIC ON DISTRICT OPERATIONS

The COVID-19 pandemic caused a precipitous drop in travel in the Golden Gate Corridor with a corresponding and drastic impact to the District's finances. While initially rebounding slightly, travel in the Corridor is still way down and has been relatively flat since June. Today ridership is still down on our buses by about 80% (we are only carrying 20% of our normal bus ridership) and our ferry ridership is down 97% (we are only carrying 3% of our normal ferry ridership). Bridge traffic has been greatly affected as well - down by over 70% at its worst after the Shelter-in-Place

orders first went in to effect on March 17 and currently down about 35%. This loss in revenue has been temporarily offset by federal stimulus funding through the Coronavirus Aid, Relief and Economic Security (CARES) Act intended to help the District continue operating its bus and ferry transit services. Unfortunately, the District's CARES Act money is running out, and will be completely expended in November.

The pandemic and resulting economic fallout are lingering much longer than originally anticipated and much longer than we can afford to maintain current staffing levels, absent additional federal assistance or a return of our customers.

The District's revenues from tolls and transit fares were down \$1.7 million last week as compared to the same week last year, hence our strong advocacy to Congress for additional federal funding for transit. The District's ongoing financial shortfall, coupled with these continued ridership and traffic trends means that the identification of cost reductions across all divisions is a priority.

Week of October 4, 2020									
		Bridge	% change		Bus	% change		Ferry	% change
	C	oct 4-Oct 10		00	t 4-Oct 10		0	ct 4-Oct 10	
Weekly Ridership/Traffic		248,946	-35.37%		12,056	-80.89%		1,479	-97.17%
Weekly Revenue	\$	1,949,247	-33.94%	\$	46,962	-85.11%	\$	10,705	-97.54%
Weekly Revenue Loss	\$	(1,066,869)	-35.37%	\$	(268,505)	-85.11%	\$	(423,753)	-97.54%
2019 Weekly Ridership/Traffic		385,200			63,084			52,287	
Notes:									
*State Shelter in place started 3/17									
**Percentage changes are based on Y	ear ov	er year equivale	nts						

B. RATIFY AND AUTHORIZE EMERGENCY ACTIONS BY THE GENERAL MANAGER

1. REDUCTION IN RENT FOR KOSMOS KAFE (PREVIOUSLY CAFÉ SALUTE) AT THE SAN RAFAEL TRANSIT CENTER

Recommendation

It is recommended that the Board of Directors ratify the action of the General Manager to authorize an additional rent reduction for the business Kosmos Kafe (Previously Café Salute) renting space from the District at the San Rafael Transit Center.

Background

The Business Lease holder for Kosmos Kafe, Mr. Loukas Papanastasiou, initiated a conversation with Norma Jellison, Manager of Real Estate Services and Property Development, to discuss a reduction in rent. The District granted reduction in rent for the six-month period effective April 15, 2020 to October 15, 2020 or the termination of the Novel Corona Virus (COVID-19) Shelter-in-Place Orders, whichever first occurs. This letter further amends the Lease by extending the rent reduction from October 15, 2020 through December 15, 2020.

Fiscal Impact

The rent for the period referenced will remain \$844 per month. All other terms and conditions of the Lease remain unchanged.

APPROVE THE ADDITION OF AN EMPLOYEE CLASSIFICATION TO THE ELECTRICIANS' BARGAINING UNIT (Added: October 19, 2020)

Recommendation

It is recommended that the Board of Directors approve the addition of the Communications Electronic Technician job classification at the Bridge to the Electricians' bargaining unit, which is represented by the International Brotherhood of Electrical Workers, Local 6.

Summary

The International Brotherhood of Electrical Workers, Local 6 ("IBEW Local 6") submitted a representation petition on September 3, 2020, seeking to add the Communications Electronic Technician job classification to the existing Electricians' bargaining unit. All employees in the Communications Electricians Technician job classification submitted authorization cards indicating that they want IBEW Local 6 to be their exclusive representative. The District has determined that the Communications Electronics Technicians share a community of interest with the Electricians and recommends that they be included in the existing unit.

Fiscal Impact

There is no fiscal impact associated with this action.

CALPERS MEDICAL BENEFITS TRANSITION UPDATE

The Board of Directors has authorized the transition of District-offered medical benefits for non-represented, Public Employees Union Local 1 (Painters) and Amalgamated Transit Union (ATU) employees and retirees to the CalPERS health plan system, effective January 1, 2021. At their September 11, 2020, special meeting, the Board of Directors approved the formal CalPERS Resolutions to finalize this transition. We are presently in the Open Enrollment phase of the transition; packets have been mailed to all employees and retirees. Included in the packet is a CalPERS Health Plan Transition Checklist to ensure that health benefits are in order for the covered party. Completed materials are due back by October 31, 2020, after which time, individuals will begin receiving their Health Reimbursement Account debit cards and medical cards prior to the January 1 transition date.

As part of the transition outreach, the internal CalPERS implementation team continues to answer inquiries and assist with completion of Open Enrollment documents. There are also special intranet pages available for both retirees and active employees to provide more documents and resources. Traffic at these sites has been very active, with over 2,300 visits to the retiree section and nearly 1,100 visits to the active employee section.

Current District Vacancies

In response to the District's current financial picture, the General Manager is presently reviewing vacancies to determine whether staff should proceed or defer active recruitment. As of October 1, 2020, the following vacancies have been deferred, along with estimated monthly salary savings (not including benefit savings):

Deferred Recruitment Positions	Monthly	Represented		
DAGEDY OF DAVISON	Salary Savings	Position (Y/N)		
DISTRICT DIVISION	h 0.744			
Sr. Engineering Design Tech	\$ 8,541	Y		
Jr. Civil Engineer Intern	\$ 3,467	N		
Associate Capital & Grants Analyst Intern	\$ 3,467	N		
Accounting Manager	\$ 10,299	N		
Payroll Timekeeping Specialist	\$ 6,697	N		
Systems Administrator – PC Support	\$ 8,134	Y		
Human Resources Analyst (2)	\$ 17,354	N		
Principal, Budget & Programs Analyst	\$ 11,708	N		
Electronic Revenue Analyst	\$ 10,299	N		
Finance Administrative Analyst	\$ 7,226	N		
Assistant Procurement Specialists (2)	\$ 14,452	N		
Director of Public Affairs	\$ 12,987	N		
Marine Procurement Officer	\$ 11,115	N		
Administrative Assistant	\$ 7,226	N		
BRIDGE DIVISION				
Ironworker Apprentice	\$ 7,744	Y		
Painters (3)	\$ 28,257	Y		
BUS DIVISION				
Bus Mechanic	\$ 7,971	Y		
Apprentice Bus Mechanic (2)	\$ 12,736	Y		
Apprentice Mechanic, Body & Fender	\$ 6,368	Y		
Bus Operator (23)	\$ 123,586	Y		
Mechanic, Building & Maintenance (Provisional) (2)	\$ 15,943	Y		
Dispatcher II (2)	\$ 7,241	Y		
Transportation Field Supervisor	\$ 9,193	Y		
Scheduling Technician	\$ 7,226	N		
FERRY DIVISION				
Ferry Project Administrator (LT)	\$ 11,116	N		
Terminal Assistant	\$ 5,125	Y		
Seasonal Terminal Assistant (2)	\$ 10,250	Y		
Deckhand Baseball (2)	\$ 12,230	Y		
Seasonal Deckhand Lead (2)	\$ 13,090	Y		
Seasonal Deckhand (3)	\$ 18,345	Y		
Seasonal Vessel Master (1)	\$ 8,902	Y		
Vessel Master Baseball (1)	\$ 8,902	Y		
Seasonal Operations Supervisor (2)	\$ 18,435	Y		
TOTAL:	\$465,632			

SAN FRANCISCO FERRY TERMINAL FACILITIES AND THE M.S. SAN FRANCISCO FERRY

On November 23, 2018, the *M.S. San Francisco* Ferry ran into the District's Ferry Berths and the San Francisco Ferry Building Promenade. The vessel and facilities suffered significant damage, and immediate repairs of both the facilities and vessel were required in order to prevent the interruption or cessation of necessary District services. As reported to the Board at its December 21, 2018 and subsequent meetings, the District immediately commenced an investigation to determine the cause of the accident and an assessment of the extent of the damage to both the vessel and the District's and the Port of San Francisco's facilities.

In accordance with Public Contract Code Section 22050 and the District's Procurement Policy, the General Manager engaged the services of a number of firms. These firms included Bay Ship and Yacht, a shipyard located in Alameda, CA to accomplish the repairs to the vessel; Moffat and Nichol, an engineering design consultant firm, necessary to inspect the damage to the District's San Francisco Ferry Terminal as well as the damage done to the Port's property and prepare necessary construction documents to complete the repairs to both facilities; and a marine contractor, Power Engineering, to accomplish the repairs to the Districts San Francisco Ferry Terminal and the Port of San Francisco property (promenade) adjacent to the ferry building and Gate "B". Once Power Engineering has provided the District with their estimate to accomplish the repairs to the promenade, the District will negotiate an amendment to their current contract.

To date, the vessel has been repaired and returned to service. The drawings and specifications necessary to repair the District's facility are complete and the District issued a contract to Power Engineering, in the amount of \$1,390,550, to perform the repairs. On September 30, 2020, the District received the California Regional Water Quality Control Board's permit, and on October 6, 2020, received notification of approval of the Port of San Francisco's permit. Repair work to the Districts facility is scheduled to begin on October 19, 2020.

The repairs to City property, the Port of San Francisco's promenade, have not yet commenced. However, the District's engineering consultant, Moffatt & Nichol has performed the required inspections, issued a report detailing the necessary repairs, and prepared an estimate in the amount of \$441,400, for the repairs.

The District met with the Port of San Francisco on August 12, 2020, to discuss final details and extent of the repairs necessary to the City property adjacent to gate "B", typically referred to as the promenade. During this meeting, the Port of San Francisco and District agreed to the scope of repairs. The Port also indicated their willingness to assist in expediting issuance of the necessary permits for the District's marine contractor to proceed with the repairs at the Districts facility

The District's engineering consultant, Moffatt and Nichol, is finalizing the construction documents for the Port of San Francisco promenade, which must then be submitted along with a construction permit application to the Port for their review and approval. Future GM report will seek board ratification for the Power Engineering contract when the price for the work is settled. The District will also be incurring staff and project management/oversight costs for the project.

The Port of San Francisco and the District executed an agreement for the repair of the Port's property, and the Port has issued a license for the repair work, effective September 18, 2020. Current estimated costs to date for all activities related to the allision are \$3,025,321.25, a portion

SAN FRANCISCO FERRY TERMINAL FACILITIES AND THE M.S. SAN FRANCISCO FERRY (continued)

of which will be paid by the District's insurers. The General Manager will continue to provide the Board with regular updates on the status of this work, the costs, and the associated insurance reimbursements.

DESCRIPTION OF ITEMS	COSTS
M.S. San Francisco – investigation (estimated)	\$110,000.00
M.S. San Francisco – repairs design	\$9,796.89
M.S. San Francisco – repairs	\$726,847.36
SF Ferry Terminal - investigation	\$ 68,000
SF Ferry Terminal - repair design	\$ 72,617
SF Ferry Terminal – construction repairs	\$1,390,550
SF Ferry Terminal – engineering construction support	\$ 29,215
Port of SF Promenade – investigation	\$ 77,270
Port of SF Promenade – repair design	\$ 35,225
Port of SF Promenade – construction repairs (estimate)	\$ 441,400
District Staff Costs – (estimate)	\$ 50,000
QA Inspections/Permits/Miscellaneous (estimate)	\$ 14,400
TOTAL COSTS	\$3,025,321.25

PRESENTATIONS BY DISTRICT STAFF FOR THE MONTH OF SEPTEMBER

For the month of September, District staff made no speeches and/or presentations.

SPECIAL EVENT/EXPRESSIVE ACTIVITY REQUESTS

Due to the ongoing COVID-19 pandemic, the District is not issuing special event permits at this time. Below are the dates and sponsoring agencies of expressive activities for which permits have been sought. The following application was received since last reported to the Board in the September 25, Report of the General Manager:

Event Date	ent Date Event Title		Type*	Expected No.
				Participants
October 10, 2020	Armenians United -	E-Sidewalk	EX	3,000
	Rally Against Azeri			
	Aggression			
October 10, 2020	No Justice Under	Larkspur Ferry	EX	100-150
	Capitalism March and	Terminal		vehicles
	Rally	Parking Lot		

^{*}Permit Types: EX – Expressive Activity and SE – Special Event

BRIDGE TRAFFIC FOR THE MONTH OF SEPTEMBER

Bridge southbound traffic for the month of September was 1,046,347 vehicles as compared to the previous year's total of 1,666,544 vehicles, which is a -37% decrease as compared to September 2019. FasTrak® usage is 84% overall for September. This compares to 86% overall for the past rolling 12-months (October 2019 – September 2020) (Attachment).

VEHICLE TRAFFIC INCIDENTS FOR THE MONTH OF SEPTEMBER

For the month of September there were the following vehicle traffic incidents to report:

Vehicle Traffic Incident	Vehicles	Injuries	Fatalities	Location
НВ	1	0	0	Plaza
НВ	1	1	0	Plaza
НВ	1	0	0	Plaza
RE	3	0	0	Waldo
НВ	1	0	0	Waldo
НВ	1	0	0	Bridge
RE	2	0	0	Bridge
TOTAL	10	1	0	

BICYCLE INCIDENTS FOR THE MONTH OF SEPTEMBER

For the month of September there were the following bicycle incidents to report:

Bicycle Incidents	Bicycles	Injuries	Fatalities	Location
SO - Solo	1	1	0	W/Bridge
SO - Solo	1	1	0	W/Bridge
SO - Solo	1	1	0	Plaza
SO - Solo	1	1	0	W/Bridge
BB – Bike/Bike	2	2	0	W/Bridge
BB – Bike/Bike	2	2	0	W/Bridge
TOTAL	8	8	0	

FERRY – TRANSPORT BICYCLE STATISTICS FOR THE MONTH OF SEPTEMBER

Listed below are the Bicycle Statistics for the Sausalito Ferry service for the month of September:

Sausalito Southbound Bike Counts	
2012 Annual Total	110,397
2013 Annual Total	149,869
2014 Annual Total	192,080
2015 Annual Total	172,815
2016 Annual Total	169,685
2017 Annual Total	144,064
2018 Annual Total	116,248
2019 Annual Total	95,590
*January - September 2020	9,143

^{*}The Sausalito September bicycle count was 103

Listed below are the Bicycle Statistics for the Larkspur Ferry service for the month of September:

Larkspur Southbound Bike Counts	
2016 Annual Total	35,769
2017 Annual Total	30,990
2018 Annual Total	29,747
2019 Annual Total	29,828
*January – September 2020	6,674

^{*}The Larkspur September bicycle count was 288

RETIREMENT OF RICHARD R. HIBBS, DIRECTOR OF BUS OPERATIONS, BUS DIVISION

We are pleased to announce that Director of Bus Operations Richard Hibbs retired District on October 1, 2020 after thirty-two years and 6 months of service with the District.

Mr. Hibbs joined the District on April 18, 1988, as a part-time Bus Operator. Later that same year he was promoted to full time Bus Operator. On September 28, 1993, he was promoted to Transportation Field Supervisor and on May 11, 2000, he was promoted to the position of Transportation Supervisor — Safety and Training. He was promoted to Transportation Superintendent of Safety and Training on October 1, 2001, and promoted to his current position on September 7, 2009.

During his career with the District, Mr. Hibbs has participated in key roles such as after the Loma Prieta Earthquake in 1989, he transported busloads of passengers out of San Francisco; and drove a specially designed bus ahead of the Olympic Torch Relay in 1996. Mr. Hibbs was selected Employee of the Month for December 1996. Additionally, Mr. Hibbs received the Citizen Award from the San Rafael Police Department in 2015 for his efforts in establishing video connection over dispatchers for California Highway Patrol.

RETIREMENT OF RICHARD R. HIBBS, DIRECTOR OF BUS OPERATIONS, BUS DIVISION (continued)

Prior to District employment, Mr. Hibbs was a Dispatcher for the California Highway Patrol and both a Police Officer and Dispatcher for the Fairfax Police Department.

In his free time, Mr. Hibbs enjoys vintage cars and other older things he can typically find at a car show or antique store.

We wish Mr. Hibbs a long and happy retirement.

RETIREMENT OF JOSEPH TEDRICK, BUS OPERATOR, BUS DIVISION

We are pleased to announce that Bus Operator, Joseph Tedrick, retired on October 1, 2020, after twenty-two years and four months of service with the District.

Mr. Tedrick joined the District as Bus Operator on June 26, 1998.

We wish Mr. Tedrick a long and happy retirement.

PRESENTATION OF TWENTY-FIVE YEAR SERVICE AWARD TO PATSY WHALA ASSISTANT CLERK OF THE BOARD, DISTRICT DIVISION

We are pleased to announce that Assistant Clerk of the Board Patsy Whala celebrated twenty-five years of service with the District on October 12, 2020.

In 1995, Ms. Whala was hired as the Sales Supervisor to manage the District's Roundhouse Gift Center, which sold various souvenirs and sweatshirts for the District. The District's Bridge Café opened in 1997, in which she managed the staff selling beverages and various snacks to Bridge visitors. In addition, Ms. Whala worked in Bridge Stores for a short time as part of the shipping and receiving team.

Ms. Whala transferred to the District Secretary's Office and was promoted to her current position in March of 2004. Ms. Whala was also selected as Employee of the Month for August 2009.

In her free time, Ms. Whala enjoys walking, dancing and volunteering.

EMPLOYEE OF THE MONTH – OCTOBER 2020

After reviewing nominations submitted by District employees, the Employee of the Month Committee selected Jarrod Bauer, Painter in the Bridge Division as the Employee of the Month for October 2020.

Mr. Bauer receives this prestigious award in recognition of his proactive approach to his day-to-day work tasks as well as his team player approach. Mr. Bauer has been an integral part of the Paint Department's success. He assisted with the completion of the North Approach Viaduct project where his work ethic and knowledge of his craft really stood out amongst his peers. Jarrod is currently assisting on the South Approach Viaduct project and continues to excel and produce great work while at the same time keeping everyone around him laughing. Jarrod keeps himself motivated and continues to take on any assignment thrown his way.

Mr. Bauer is a team player and also focuses on getting his work done to the very best of his ability. He goes above and beyond his normal assigned duties and is always willing to help. Of special note, Mr. Bauer's colleagues relay that he is a pleasure to work with and the pride that he takes in his work product is commendable.

Mr. Bauer joined the District as a Painter on June 9, 2014. Prior to joining the District, he was a Painter Foreman for M.D. Painting.

Mr. Bauer was born in Gainesville, FL, and attended Placer High, in Auburn CA. Mr. Bauer has been a resident of Auburn, CA since 1998 where he resides with his wife Rose and sons Gage and Korbin. He coached soccer for four years and enjoys snowboarding, lake days, and spending time with family.

Respectfully submitted,

Denis J. Mulligan General Manager

DJM:jb

September 2020

SUMMARY OF TRAFFIC AND TOLL REVENUE

I. SOUTHBOUND TRAFFIC

		SEPTEN	1BER			FISCAL YEAR	TO DATE		OCTOBER to SEPTEMBER - (Last 12 Months)			
	2020	% of Total	2019	% Change	2020	% of Total	2019	% Change	2020	% of Total	2019	% Change
	2020	Traffic	2013	70 Change	2020	Traffic	2013	70 Change	2020	Traffic	2013	70 Change
2-Axle	1,037,915	99.2%	1,649,717	-37%	3,217,426	99.2%	5,058,370	-36%	14,100,677	99.1%	19,516,474	-28%
Multi-Axle	8,432	0.8%	16,827	-50%	26,550	0.8%	50,026	-47%	128,212	0.9%	174,572	-27%
TOTAL	1,046,347		1,666,544	-37%	3,243,976		5,108,396	-36%	14,228,889		19,691,046	-28%

II. TRAFFIC RESOLUTION

		SEPTEN	1BER			FISCAL YEAR	TO DATE		OCTOBER to SEPTEMBER - (Last 12 Months)				
	2020	% of Total	2019	% Change	2020	% of Total	2019	% Change	2020	% of Total	2019	% Change	
		Traffic				Traffic				Traffic			
FasTrak Account Paid	879,048	84%	1,441,723	-39%	2,710,164	84%	4,394,767	-38%	12,235,127	86%	16,992,795	-28%	
Full FasTrak Fare Paid	838,188	80%	1,385,701	-40%	2,585,520	80%	4,221,451	-39%	11,714,215	82%	16,302,937	-28%	
Carpool/Clean Air Paid	31,123	3%	42,918	-27%	93,714	3%	132,662	-29%	379,886	3%	527,730	-28%	
PWD Paid	302	0%	417	-28%	879	0%	1,348	-35%	4,071	0%	7,495	-46%	
Non-Revenue Paid	9,435	1%	12,687	-26%	30,051	1%	39,306	-24%	136,955	1%	154,633	-11%	
License Plate Account Paid	10,503	1%	17,633	-40%	33,028	1%	55,547	-41%	146,891	1%	223,561	-34%	
One-Time Paid	4,121	0%	17,295	-76%	14,434	0%	55,411	-74%	90,039	1%	182,057	-51%	
Invoice Paid	28,979	3%	104,474	-72%	184,879	6%	341,448	-46%	822,638	6%	1,174,860	-30%	
Violation Paid	-	0%	22,274	-100%	16,415	1%	74,085	-78%	125,548	1%	277,835	-55%	
In Process and Outstanding	123,696	12%	63,145	96%	285,056	9%	187,138	52%	808,646	6%	839,938	-4%	
TOTAL	1,046,347		1,666,544	-37%	3,243,976		5,108,396	-36%	14,228,889		19,691,046	-28%	

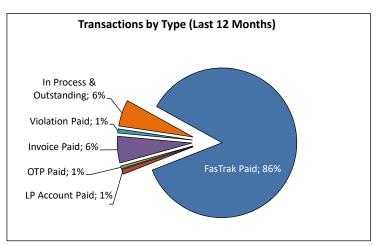
III. TOTAL REVENUE COLLECTED

SEPTEMBER				FISCAL YEAR TO DATE						OCTOBER to SEPTEMBER - (Last 12 Months)			
2020		2019	% Change		2020			2019	% Change	2020		2019	% Change
\$ 8,349,936	\$ 1	3,002,893	-36%	\$	25,764,023		\$	40,473,492	-36%	\$ 110,789,268	\$	148,197,735	-25%

^{*} Note: Total Revenue Collected is all monies received and is not directly related to the transaction counts above.

DATA SINCE INCEPTION *	
Revenue Vehicles	
2-Axle Vehicles	1,078,528,648
Multi-Axle Vehicles	29,059,901
Disabled Patron Vehicles	455,131
Commute Period Carpool	2,725,163
Revenue Vehicles Subtotal	1,110,768,843
Non-Revenue Vehicles	
Federal	12,257,389
CHP/GGBHTD	5,290,092
GG Transit Buses	3,717,559
Other Non-Revenue	190,161
Commute Period Carpool NR	14,934,191
Non-Revenue Vehicles Subtotal	36,389,392
Total Toll-Paying Direction Vehicles	1,147,158,235

^{*} Data Since Inception includes only data for vehicles traveling in toll-paying direction.
As of July 2020, counts no longer include non-vehicle transactions.



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