



Western Contra Costa  
Transit Authority

## **NOTICE OF MEETING**

A Regular Meeting of the WCCTA Board of Directors  
will be held:

**DATE:** July 11, 2025 (Thursday)  
**TIME:** 6:30 PM  
**PLACE:** City of Pinole Council Chambers  
2131 Pear Street, Pinole, CA

**Attend in Person in Pinole Council Chambers or via**  
**Zoom ID: 862 0063 0753**  
**<https://us02web.zoom.us/j/86200630753>**  
**Zoom Phone Number: 1-669-900-6833**  
**Meeting Number - 862 0063 0753**

**Americans With Disabilities Act:** In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in a WCCTA Board Meeting or you need a copy of the agenda or the agenda packet in an appropriate alternative format, please get in touch with the WestCAT Administrative Office at (510) 724-3331. Notifying the Authority staff at least 48 hours before the meeting or when services are needed will assist them in ensuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

## **AGENDA**

- A. CALL TO ORDER, ROLL CALL, PLEDGE OF ALLEGIANCE**
- B. APPROVAL OF AGENDA**
- C. PUBLIC COMMUNICATIONS**

This is the time for members of the public to bring up with the Board of Directors matters of general interest that are not on the agenda. In accordance with the provisions of the Brown Act, the Board will automatically refer to staff any matters brought before them at this time, and the matter may be placed on a future agenda. The time limit is 3 minutes and is subject to modification by the Chair.

### **1.0 CONSENT CALENDAR**

If a Board member would like to discuss any item listed, it may be pulled from the Consent Calendar. **Recommend Approval of all Items on the Consent Agenda as follows:**

- 1.1 Approval of Minutes of Regular Board Meeting of June 12, 2025. **[Action Requested: Approval of Minutes] \***
- 1.2 Approval of Expenditures for June 2025 **[Action Requested: Approval of Expenditures] \***
- 1.3 Receive Contractors' Monthly Management Reports for May 2025 and Monthly Passenger and Auxiliary Revenue Reconciliation Report for April 2025. **[Action**

601 Walter Ave.  
Pinole, CA 94564

Fax (510) | 724-5551 \* Phone (510) 724-3331

**Requested: Receive and File] \***

- 1.4 Approval of WCCTA Publicly Available Pay Schedule FY25-26 **[Action Requested: Formally Approve and Adopt WCCTA Publicly Available Pay Schedule FY25-26] \***

## **2.0 ITEMS FOR BOARD ACTION / DISCUSSION**

- 2.1 Election of WCCTA Board Officers for FY24-25 **[Action Requested: Nomination and Election of Board Chair and Vice-Chair for FY25-26] \***
- 2.2 Approval of WCCTA's Disadvantaged Business Enterprise Triennial Goal of Two Percent (2%) for FY26-28. **[Action Requested: Formal Approval of WCCTA's Disadvantaged Business Enterprise Goal for FY26-28] \***

## **3.0 COMMITTEE REPORTS**

- 3.1 General Manager's Report **[No Action: Information Only]**
- 3.2 WCCTC Representative Report **[No Action: Information Only]**

## **4.0 CORRESPONDENCE**

## **5.0 BOARD COMMUNICATION / ITEMS FOR FUTURE BOARD MEETINGS**

## **6.0 ADJOURNMENT**

\* Enclosures

**Next Board Meeting: Thursday, August 14, 2025**

Agendas for regular Board of Directors meetings are posted at least 72 hours before the meeting at the WCCTA Administrative Office and on the Authority's website:

<https://www.westcat.org/Home/InsBoard>.

Documents provided to a majority of the Board of Directors after distribution of the packet regarding any item on this agenda will be made available for public inspection at the Administration Counter at WCCTA located at 601 Walter Avenue, during regular business hours (Pursuant to SB 343 or California Government Code Section 54957.5 -effective July 1, 2008). In addition to the meeting agendas and packets, this information will also be uploaded and posted to the Authority's website: <https://www.westcat.org/Home/InsBoard>. The posting of SB 343 information on this website is in addition to the posting of the information at the legally required locations specified above.

WCCTA Board meetings are prerecorded, and recordings are available upon request. To request a recording, please call 510-724-3331 or email [info@westcat.org](mailto:info@westcat.org) and provide the date of the recording(s) you are requesting.



Western Contra Costa  
Transit Authority

## **Agenda Item 1.1**

### **WESTERN CONTRA COSTA TRANSIT AUTHORITY**

#### **BOARD OF DIRECTORS**

#### **REGULAR MEETING MINUTES**

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**June 12, 2025,**

**Regular Meeting 6:30 PM**

**Pinole City Council Chambers**

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The Board of Directors Meeting was held in person.

#### **A. CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE**

Chair Tom Hanson called the meeting to order at 6:30 PM and led the Pledge of Allegiance.

##### **DIRECTORS PRESENT**

Tom Hanson, Tiffany Grimsley, Dion Bailey, Cameron Sasai, Heidi Swillinger, and Jerry Parsons

##### **STAFF PRESENT**

Rob Thompson, General Manager; Yvonne Morrow, Chief Financial Officer; Finn Wurtz, Transit Planner; Christina Lotfy, Accounting Technician; Mica McFadden, Executive Assistant; Tania Babcock, Grants and Compliance Manager; and Rob Petty, Facility Fleet Manager.

##### **GUESTS PRESENT**

Bob Saunders, MV Transportation General Manager.

#### **B. APPROVAL OF AGENDA**

Following an inquiry to the Board, the Board reported no conflicts with any items on the agenda.

**MOTION: A motion was made by Director Pason, seconded by Director Bailey, to approve the Agenda.** The motion was carried by the following vote:

**Ayes: 6–** (Parsons, Bailey, Grimsley, Hanson, Sasai, Swillinger)

#### **C. PUBLIC COMMUNICATIONS**

NONE.

1) **CONSENT CALENDAR**

Following an inquiry to the Board, the Board reported no conflicts with any items on the Consent Calendar.

**MOTION: A motion was made by Director Parson, seconded by Director Sasai, to approve the Consent Calendar.** The motion was carried by the following vote:

**Ayes: 6–** (Parsons, Bailey, Grimsley, Hanson, Sasai, Swillinger)

2) **REGULAR ITEMS FOR BOARD ACTION/ DISCUSSION**

**2.1 Discussion and Approval of FY24-25 Adjusted Operations Budget and Proposed FY25-26 Capital and Operations Budget:** [Recommendation: Formal Approval and Adoption of Adjusted FY24-25 and Proposed FY25-26 Operations and Capital Budget or Direction to Staff].

General Manager Rob Thompson reported that the Finance and Administration Committee reviewed the FY25-26 Operational Budget prior to the board meeting.

WCCTA's budget for July 1, 2025, to June 30, 2026 (Fiscal Year 2026) proposes \$16.2 million in operational expenses for fixed route and paratransit services, with revenues to offset these costs. An additional \$1.3 million is proposed for the budget year's capital expenditures and associated revenue.

The proposed FY 2026 budget is based on currently projected ridership and financial forecasts. While federal stimulus funds provided much-needed relief from the worst of the pandemic's economic impacts, changing travel patterns and work-from-home trends have impacted how transit is utilized in the community and the larger region. State and local revenues are not expected to meet pre-pandemic projections over the upcoming period. Even if reliable revenue streams return, it is essential to remember that contractual and inflationary factors that drive expense growth for WCCTA continue to increase.

The operating expense budget of \$16.2 million is a 4.4 percent increase over the FY 2025 budget; projected revenues have not kept pace with increased Purchased Transportation and general inflationary costs. The capital budget of \$1.3 million includes the initial work on the transition to Hydrogen and is primarily paid for out of Regional Measure 3 and FTA Low-No funds. There are also projects relating to information technology and facility upgrade plans funded by TDA capital funds.

**MOTION: A motion was made by Director Bailey, seconded by Director Sasai, To Approve and Adopt the FY24-25 Adjusted Operations Budget and Proposed FY25-26 Capital and Operations Budget.** The motion was carried by the following vote:

**Ayes: 6–** (Parsons, Bailey, Grimsley, Hanson, Swillinger, Sasai)

**2.2 Consideration and Approval of Amendment 4 to the Agreement for Public Transportation Services between WCCTA and MV Transportation to Extend the Agreement term through June 30, 2026, and Establish a New Variable and Fixed Rate.** [Recommendation: Formal Adoption of Resolution 2025-06].

General Manager Thompson reported that Previous Amendments to this agreement have extended the contract through WCCTA's available contractual options, adjusted Driver, Road Supervisor, and Dispatcher salary scales to ensure salaries remained competitive, and allowed for the hiring

and retention of qualified individuals.

Staff have worked with MV Transportation to take up one of the remaining option years on the current agreement and ensure wages and benefits remain where MV can attract and retain personnel to operate and maintain our services. We have also moved one mechanic up a grade, and this additional cost is also reflected in the increased expense.

The proposed amendment reflects the continued partnership between WCCTA and MV in addressing the ongoing pressures imposed by the tight labor market. Both parties have made the necessary adjustments to remain competitive in attracting and retaining drivers, mechanics, and other key staff during the continued period of driver shortages.

**MOTION: A motion was made by Director Bailey, seconded by Director Sasai, for Approval of Amendment 4 between WCCTA and MV Transportation.** The motion was carried by the following vote:

**Ayes: 6–** (Parsons, Bailey, Grimsley, Hanson, Swillinger, Sasai)

### **3) COMMITTEE REPORTS**

#### **3.1 General Manager's Report.** [No Action: Information Only]

GM Thompson gave a quick update on the regional ballot measure SB63. Tim Hale at CCTA has done much work behind the scenes, advocating for smaller transit operators. The feeder bus funds are going away. At the same time, it's essential to fund the deficits for BART, Muni, AC Transit, and the other larger transit agencies. It is also necessary to recognize the value of the smaller agencies.

GM Thompson also reported that Senator Wahab, based out of Alameda County, initially requested an audit of all 27 transit operators with the view of consolidating. The Joint Legislative Audit Committee has proposed an audit that includes six operators: WestCAT, County Connection, Tri Delta Transit, LAVTA, Union City Transit, and AC Transit. Potentially, the state would do an audit of our systems, our revenues, and our operations, and potentially propose a way to consolidate the six agencies.

#### **3.2 WCCTC Representative Report.** [No Action: Information Only]

Director Sasai reported that WCCTC discussed the Contra Costa County Integrated Transit Plan, SB63, and that agencies' dues will increase by 2.75%.

### **4) CORRESPONDENCE**

NONE.

### **5) BOARD COMMUNICATION / ITEMS FOR FUTURE BOARD MEETINGS**

NONE.

### **6) ADJOURNMENT**

Director Sasai adjourned the meeting at 7:19 PM. The next meeting is scheduled for July 10, 2025.

_____ <b>Chair Tom Hansen</b>	_____ <b>Date</b>
_____ <b>Robert Thompson, Secretary</b>	_____ <b>Date</b>

**AGENDA ITEM 1.2**

WCCTA - WestCAT

**Purchase Journal**

For June 2025

Filter Criteria includes: 1) Unposted Transactions only; 2) Includes Drop Shipments. Report order is by Date. Report is printed in Detail Format.

<b>Date</b>	<b>Account ID Account Description</b>	<b>Invoice/CM #</b>	<b>Line Description</b>	<b>Debit Amount</b>	<b>Credit Amount</b>
1/30/25	50300-60 Outside Services, Admin 20100 Accounts Payable	DS2025WCT1	Broadcast Board Mtgs (7/2024 - 1/2025) City of Pinole/Pinole Community TV	1,872.00	1,872.00
4/2/25	11101 Transp. Vehicles & Equipment  20100 Accounts Payable	VA101003413:01	1 of 10 new Modell DAR veh (#40) FTA 5307 \$91,200.00, TDA (FY24) \$140,011.99, SGR (FY24-FY25) \$9,822.93, AB664 (FY21-FY24) \$14,210.80 Creative Bus Sales, Inc.	260,164.05	260,164.05
4/2/25	11101 Transp. Vehicles & Equipment  20100 Accounts Payable	VA101003414:01	2 of 10 new Modell DAR veh (#41) FTA 5307 \$91,200.00, TDA (FY24) \$140,011.99, SGR (FY24-FY25) \$9,822.93, AB664 (FY21-FY24) \$14,210.80 Creative Bus Sales, Inc.	260,164.05	260,164.05
4/2/25	11101 Transp. Vehicles & Equipment  20100 Accounts Payable	VA101003415:01	3 of 10 new Modell DAR veh (#42) FTA 5307 \$91,200.00, TDA (FY24) \$140,011.99, SGR (FY24-FY25) \$9,822.93, AB664 (FY21-FY24) \$14,210.80 Creative Bus Sales, Inc.	250,266.13	250,266.13
4/2/25	11101 Transp. Vehicles & Equipment  20100 Accounts Payable	VA101003416:01	4 of 10 new Modell DAR veh (#43) FTA 5307 \$91,200.00, TDA (FY24) \$140,011.99, SGR (FY24-FY25) \$9,822.93, AB664 (FY21-FY24) \$14,210.80 Creative Bus Sales, Inc.	250,266.13	250,266.13
4/2/25	11101 Transp. Vehicles & Equipment  20100 Accounts Payable	VA101003417:01	5 of 10 new Modell DAR veh (#44) FTA 5307 \$91,200.00, TDA (FY24) \$140,011.99, SGR (FY24-FY25) \$9,822.93, AB664 (FY21-FY24) \$14,210.80 Creative Bus Sales, Inc.	250,266.13	250,266.13
4/2/25	11101 Transp. Vehicles & Equipment  20100 Accounts Payable	VA101003418:01	6 of 10 new Modell DAR veh (#45) FTA 5307 \$91,200.00, TDA (FY24) \$140,011.99, SGR (FY24-FY25) \$9,822.93, AB664 (FY21-FY24) \$14,210.80 Creative Bus Sales, Inc.	250,266.13	250,266.13
4/21/25	50300-10 Outside Services, Operations 20100 Accounts Payable	4/2025	Plan charges for 17 Iot connected devices T-Mobile	571.20	571.20
5/1/25	10400 Prepaid Expenses 20100 Accounts Payable	25-274	Annual subscription (7/1/25 - 6/30/26) GoGovApps	6,048.00	6,048.00
5/1/25	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	34999	May cleaning services  Skyline Building Care, Inc.	2,999.00	2,999.00
5/1/25	50300-42 Outside Service, Non-Veh Mai 20100	35010	Initial cleaning  Skyline Building Care, Inc.	2,399.00	2,399.00

WCCTA - WestCAT  
Purchase Journal  
For June 2025

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
	Accounts Payable				
5/6/25	11101 Transp. Vehicles & Equipment	VA101003419:01	7 of 10 new Model1 DAR veh (#46) FTA 5307 \$91,200.00, TDA (FY24) \$140,011.99, SGR (FY24-FY25) \$9,822.93, AB664 (FY21-FY24) \$14,210.80	250,266.13	
	20100 Accounts Payable		Creative Bus Sales, Inc.		250,266.13
5/6/25	11101 Transp. Vehicles & Equipment	VA101003420:01	8 of 10 new Model1 DAR veh (#47) FTA 5307 \$91,200.00, TDA (FY24) \$140,011.99, SGR (FY24-FY25) \$9,822.93, AB664 (FY21-FY24) \$14,210.80	250,266.13	
	20100 Accounts Payable		Creative Bus Sales, Inc.		250,266.13
5/6/25	11101 Transp. Vehicles & Equipment	VA101003421:01	9 of 10 new Model1 DAR veh (#48) FTA 5307 \$91,200.00, TDA (FY24) \$140,011.99, SGR (FY24-FY25) \$9,822.93, AB664 (FY21-FY24) \$14,210.80	250,266.13	
	20100 Accounts Payable		Creative Bus Sales, Inc.		250,266.13
5/6/25	11101 Transp. Vehicles & Equipment	VA101003422:01	10 of 10 new Model1 DAR veh (#49) FTA 5307 \$91,200.00, TDA (FY24) \$140,011.99, SGR (FY24-FY25) \$9,822.93, AB664 (FY21-FY24) \$14,210.80	250,266.13	
	20100 Accounts Payable		Creative Bus Sales, Inc.		250,266.13
5/13/25	50501-10 Telephone, Operations	000023482198	Apr. & May phone service	119.96	
	50501-60 Telephone, Admin		Apr. & May phone service	59.98	
	20100 Accounts Payable		AT&T		179.94
5/14/25	11107 Communication/Information S	025-510112	Implementation (Chart of Accounts) - TDA	580.00	
	20100 Accounts Payable		Tyler Technologies, Inc		580.00
5/15/25	50500-10 Utilities, Operations	5/2025	May gas & electric	2,546.17	
	50500-60 Utilities, Admin		May gas & electric	1,273.08	
	20100 Accounts Payable		PG & E		3,819.25
5/15/25	50300-60 Outside Services, Admin	DS2025WCT2	Broadcast Board Mtgs (2/25 - 5/25)	1,872.00	
	20100 Accounts Payable		City of Pinole/Pinole Community TV		1,872.00
5/15/25	50300-41 Outside Service, Vehicle Main	IN0316863	FY25/26 Annual Hazmat permit	4,920.00	
	20100 Accounts Payable		Contra Costa Health Services		4,920.00
5/16/25	50499-41 Other Mat & Supplies, Veh Ma	1789	Maintenance supplies	1,652.00	
	20100 Accounts Payable		Cinchem LLC		1,652.00
5/16/25	50300-60 Outside Services, Admin	8874	Business cards (Tania,Alex)	180.14	
	20100		AABCO Printing		180.14



WCCTA - WestCAT  
Purchase Journal  
For June 2025

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
	Accounts Payable				
5/19/25	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	24666766-00	Fuel station spill kits, trench drain covers New Pig Corp.	5,419.38	5,419.38
5/19/25	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	25-25039	Towing service (Bus 204)  Olivers Tow	739.39	739.39
5/19/25	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	41309542	Vehicle parts (Bus 175)  Gillig LLC	2,973.79	2,973.79
5/19/25	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	4230936859	May uniforms  Cintas Corporation	779.07	779.07
5/19/25	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	4414136-00	Emergency spill response dikes  New Pig Corp.	1,266.19	1,266.19
5/19/25	50500-10 Utilities, Operations 50500-60 Utilities, Admin 20100 Accounts Payable	5/2025	May gas & electric  May gas & electric  Pacific Gas & Electric	12.62  6.31	18.93
5/19/25	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	83792250	Vehicle parts (Bus 206,207)  The Aftermarket Parts Company, LLC	325.76	325.76
5/19/25	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	C65779	Vehicle parts  Buchanan Auto Electric Inc.	1,047.44	1,047.44
5/21/25	11107 Communication/Information S 20100 Accounts Payable	025-512526	Implementation (current state process review) - TDA Tyler Technologies, Inc	145.00	145.00
5/21/25	50300-10 Outside Services, Operations 20100 Accounts Payable	5/2025	May phones & DAR tablets  T-MOBILE	2,029.64	2,029.64
5/21/25	50300-10 Outside Services, Operations 20100 Accounts Payable	5/2025	Plan charges for 17 IoT connected devices T-Mobile	571.20	571.20
5/21/25	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	6-033409	Vehicle parts (Bus 201)  S.P. Automotive	20.27	20.27
5/21/25	50501-60 Telephone, Admin 20100 Accounts Payable	6114051479	James cell phone (disconnected 3/2023) Verizon Wireless	55.86	55.86
5/22/25	50499-41 Other Mat & Supplies,Veh Ma	41311119	Vehicle parts (Bus 408)	6,677.80	

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
	20100 Accounts Payable		Gillig LLC		6,677.80
5/22/25	50401-10 Fuel & Lubricants 20100 Accounts Payable	859853	Diesel  Western States Oil CO.	31,844.30	31,844.30
5/22/25	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	1500-01220902	Waste,drum pickup & admin fee  Asbury Environmental Services	741.17	741.17
5/22/25	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	SWO176866-1	Vehicle repair (Bus 171)  SONSRAY FLEET SERVICES	1,480.25	1,480.25
5/22/25	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	SWO176900-1	Vehicle repair (Bus 170)  SONSRAY FLEET SERVICES	782.09	782.09
5/23/25	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	12334	Maintenance tools for buses  Motor Coach Industries, Inc.	2,021.22	2,021.22
5/23/25	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	12336	Maintenance tools for buses  Motor Coach Industries, Inc.	576.84	576.84
5/23/25	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	12337	Maintenance tools for buses  Motor Coach Industries, Inc.	822.47	822.47
5/23/25	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	3839472	Vehicle parts (stock)  Muncie Transit Supply	1,865.83	1,865.83
5/23/25	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	3839545	Vehicle parts (stock)  Muncie Transit Supply	4,627.32	4,627.32
5/23/25	50300-60 Outside Services, Admin 20100 Accounts Payable	C50089.00-02	April litigation support  EKI Environment & Water, Inc	18,521.01	18,521.01
5/23/25	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	Y5-250518622	Vehicle parts (Bus 415)  Cummins Sales & Service	1,669.98	1,669.98
5/23/25	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	Y5-250518641	Vehicle parts (Bus 415)  Cummins Sales & Service	797.49	797.49
5/26/25	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	Y5-250518654	Vehicle parts (Bus 415)  Cummins Sales & Service	797.49	797.49
5/27/25	50499-41 Other Mat & Supplies,Veh Ma 20100	4231626155	May uniforms  Cintas Corporation	779.07	779.07

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	Accounts Payable				
5/28/25	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	15421613	Vehicle parts (Bus 405)  Pape Kenworth	1,201.81	  1,201.81
5/28/25	50402-10 Tires & Tubes 20100 Accounts Payable	173047	May tires  J & O's Commercial Tire Center	5,766.38	  5,766.38
5/28/25	50401-10 Fuel & Lubricants 20100 Accounts Payable	25-377617	Anti-freeze  Flyers Energy, LLC (RCP)	357.46	  357.46
5/28/25	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	83801934	Vehicle parts (Bus 203)  The Aftermarket Parts Company, LLC	4,170.53	  4,170.53
5/29/25	50499-41 Other Mat & Supplies,Veh Ma  50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	143946	Maintenance supplies (gloves,grease swivel,fittings,grease) Vehicle parts  Chuck's Brake & Wheel	607.36  2,640.46	    3,247.82
5/29/25	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	41313343	Vehicle parts (stock)  Gillig LLC	44.25	  44.25
5/29/25	50300-10 Outside Services, Operations 20100 Accounts Payable	INV0000001922	June maintenance & support  TransTrack Systems, Inc.	5,223.59	  5,223.59
5/30/25	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	376245	Vehicle parts (#6)  Hilltop Ford	53.88	  53.88
5/30/25	50300-10 Outside Services, Operations 20100 Accounts Payable	90210246	Tech support  GENFARE/ SPX Corporation	500.00	  500.00
5/30/25	50903-10 Clipper/Shopify/mtot fees, Op 20100 Accounts Payable	AR038762	Jan - Mar Clipper fee  Metropolitan Transportation Commission	1,314.44	  1,314.44
5/31/25	50903-60 Fees, Admin 20100 Accounts Payable	0000V446E9225	Fees  UPS	2.15	  2.15
5/31/25	11107 Communication/Information S 20100 Accounts Payable	025-513645	Implementation (AR & AP) - TDA  Tyler Technologies, Inc	870.00	  870.00
5/31/25	50500-10 Utilities, Operations 50500-60 Utilities, Admin 20100 Accounts Payable	0851-155500322	May garbage  May garbage  Republic Services #851	652.86  326.43	    979.29

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5/31/25	50499-41 Other Mat & Supplies,Veh Ma	482828	Vehicle parts	4,855.10	
	50499-41 Other Mat & Supplies,Veh Ma		Maintenance supplies (Gloves,parts cleaner,wash fluid,sockets)	857.91	
	20100 Accounts Payable		Lim Automotive Supply Inc.		5,713.01
5/31/25	50600-10 Insurance, Operations	5/2025	May liability insurance	18,288.52	
	50800-41 Purchased Transp, Veh Maint		May maintenance	97,082.17	
	50800-10 Purchased Transportation, Ope		May service	677,064.70	
	50800-10 Purchased Transportation, Ope		Less: CR for road sups		6,360.41
	50800-10 Purchased Transportation, Ope		Less: May estimate		769,457.92
	20100 Accounts Payable		MV Transportation		16,617.06
5/31/25	50501-10 Telephone, Operations	INV-20460-52025	May phone service	782.65	
	50501-60 Telephone, Admin		May phone service	391.32	
	20100 Accounts Payable		STREAMS		1,173.97
6/1/25	50501-10 Telephone, Operations	001002254342	June fiber network (6/1 - 6/30/25)	1,276.03	
	50501-60 Telephone, Admin		June fiber network (6/1 - 6/30/25)	638.02	
	20100 Accounts Payable		Comcast Business		1,914.05
6/1/25	11105 Oper, Maint & Admin Facility	1H7X-9KKL-NQKT	Electric door strike (IT office) - TDA	547.45	
	11107 Communication/Information S		Monitors (Rob GM,Tania) - TDA	778.16	
	50499-41 Other Mat & Supplies,Veh Ma		Vehicle parts (DAR spares)	302.69	
	50499-42 Other Mat&Suppl, Non-Veh		Facilities supplies (shop vac>window film,water sampling)	655.30	
	50499-43 OtherMat&Sup-Non-Veh, Co		IT supplies	46.76	
	50499-60 Other Mat & Supplies, Admin		Office supplies	86.55	
	50903-60 Fees, Admin		Shipping/handling & taxes	114.33	
	20100 Accounts Payable		Amazon Capital Services, Inc.		2,531.24
6/1/25	50300-42 Outside Service, Non-Veh Mai	35000	June cleaning services	2,999.00	
	20100 Accounts Payable		Skyline Building Care, Inc.		2,999.00
6/1/25	50215-42 Fringe Benefits, Non-Veh Mai	366390	June dental insurance	214.21	
	50215-43 Fringe Benefits, Non-Veh, Co		June dental insurance	54.52	
	50215-60 Fringe Benefits, Admin		June dental insurance	833.21	
	20100 Accounts Payable		Health Care Dental		1,101.94
6/1/25	50300-42 Outside Service, Non-Veh Mai	4213576	June landscaping	591.34	
	20100 Accounts Payable		Pacific Site Management		591.34

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6/1/25	10400 Prepaid Expenses 20100 Accounts Payable	69672	Annual SaaS renewal (7/1/25 - 6/30/26) Ron Turley Associates	11,868.12	11,868.12
6/2/25	50215-60 Fringe Benefits, Admin 20200 Accrued Payroll Liabilities 20100 Accounts Payable	16763	June LTD June supplemental insurance BCC	1,027.32 225.71	1,253.03
6/2/25	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	4232344994	June uniforms Cintas Corporation	805.24	805.24
6/2/25	50300-10 Outside Services, Operations 50300-60 Outside Services, Admin 20100 Accounts Payable	78643414	June pest control June pest control Western Exterminator Co.	144.16 72.08	216.24
6/2/25	50499-42 Other Mat&Suppl, Non-Veh 50499-42 Other Mat&Suppl, Non-Veh 50499-42 Other Mat&Suppl, Non-Veh 50300-42 Outside Service, Non-Veh Mai 50499-42 Other Mat&Suppl, Non-Veh 50300-10 Outside Services, Operations 50908-10 Marketing & Advertising, Ope 50999-60 Miscellaneous Exp, Admin 50300-43 O/S Service, Non-Veh, Compu 50908-10 Marketing & Advertising, Ope 11104 Facility Repairs 50908-10 Marketing & Advertising, Ope 50499-41 Other Mat & Supplies,Veh Ma 50499-41 Other Mat & Supplies,Veh Ma 50903-60 Fees, Admin 50300-43 O/S Service, Non-Veh, Compu 50300-41 Outside Service, Vehicle Main 50499-60 Other Mat & Supplies, Admin 50499-41 Other Mat & Supplies,Veh Ma 50300-42 Outside Service, Non-Veh Mai 50300-43 O/S Service, Non-Veh, Compu 50499-41 Other Mat & Supplies,Veh Ma 50300-43 O/S Service, Non-Veh, Compu 50300-43	Stmt 5/2 - 6/2/25	Armor Locksmith (Janitor key) O'Reilly (Facilities supplies: grease gun fittings) Ross and White Company (Bumpers for bus wash) Contra Costa Transfer Station (Yard waste disposal) Harbor Freight Tools (Rust removal tools/prep for gate) Language Line (Interpreter services) Upwork (Social media marketing) Tachikawa (Finance team lunch meeting) Grammarly (Grammar and spell check) Twilio (Emergency messaging software for ridership) Rogers Machinery (Service call for air compressor) - TDA Fiverr (Spanish translation ADA Complaint document) Walmart.com (Maintenance supplies) Walmart.com (Maintenance supplies: Dent tools,welding tools) Walmart.com (Shipping fees) GoogleOne (200GB Cloud storage) The UPS Store (Shipping vaults to Genfare) The UPS Store (Office supplies) Walmart.com (Maintenance supplies: support stand) Contra Costa Transfer Station (Yard waste disposal) Dropbox (Recurring monthly billing for 8 licenses) Walmart.com (Vehicle parts DAR spares) Sage (Recurring monthly charge) Microsoft (Office 365 annual	5.71 6.60 130.07 65.00 678.38 256.75 210.00 54.10 75.00 451.24 1,902.09 60.60 112.74 669.30 53.72 29.99 110.34 30.34 156.18 50.00 240.00 537.39 178.18 339.06	

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	O/S Service, Non-Veh, Compu 10400		license fee 5/23/25 - 5/22/26)		
	Prepaid Expenses 50300-43		Microsoft (Office 365 annual license fee 5/23/25 - 5/22/26)	2,834.19	
	O/S Service, Non-Veh, Compu 50300-43		Zoom (Recurring monthly charge)	14.68	
	O/S Service, Non-Veh, Compu 50499-43		Microsoft (Office 365 monthly license fee)	12.50	
	OtherMat&Sup-Non-Veh, Co 50499-42		Best Buy (IT supplies)	77.89	
	Other Mat&Suppl, Non-Veh 50499-41		Walmart.com (Facilities supplies: ceiling tiles)	293.02	
	Other Mat & Supplies,Veh Ma 10400		Walmart.com (Maintenance supplies: vacuum, filters, mops)	304.13	
	Prepaid Expenses 50499-42		GoDaddy (Domain name renewal 5 years)	115.85	
	Other Mat&Suppl, Non-Veh 50410-10		Walmart.com (Facilities supplies: soap dispensers, bowl clips)	201.60	
	Postage, Operations 50410-60		Stamps.com (May stamps)	33.33	
	Postage, Admin 50499-42		Stamps.com (May stamps)	16.67	
	Other Mat&Suppl, Non-Veh 50902-60		Grainger (Dye for stormwater flow testing)	228.35	
	Travel Expense, Admin 50410-10		1209 L Street (Parking Rob GM Senator meeting)	28.00	
	Postage, Operations 50410-60		Stamps.com (Recurring monthly service charge)	20.66	
	Postage, Admin 50499-41		Stamps.com (Recurring monthly service charge)	10.33	
	Other Mat & Supplies,Veh Ma 50410-10		Samsara (Spare devices: gateways & cameras)	476.10	
	Postage, Operations 50410-60		USPS Stamps (May stamps)	33.33	
	Postage, Admin 20100		USPS Stamps (May stamps)	16.67	
	Accounts Payable		Bank of America Commerical CC		11,120.08
6/3/25	50499-41 Other Mat & Supplies,Veh Ma 20100	103430671	Vehicle parts	473.43	
	Accounts Payable		Kimball Midwest		473.43
6/3/25	50499-41 Other Mat & Supplies,Veh Ma 20100	12395	Maintenance tools for buses	167.90	
	Accounts Payable		Motor Coach Industries, Inc.		167.90
6/3/25	50499-41 Other Mat & Supplies,Veh Ma 20100	12396	Maintenance tools for buses	442.50	
	Accounts Payable		Motor Coach Industries, Inc.		442.50
6/3/25	50499-41 Other Mat & Supplies,Veh Ma 20100	12398	Maintenance tools for buses	662.37	
	Accounts Payable		Motor Coach Industries, Inc.		662.37
6/3/25	50499-41 Other Mat & Supplies,Veh Ma 20100	12399	Maintenance tools for buses	727.68	
	Accounts Payable		Motor Coach Industries, Inc.		727.68
6/3/25	50908-10 Marketing & Advertising, Ope 20100	2515	Website maintenance & updates (2/13/25 - 5/20/25)	2,780.00	
	Accounts Payable		Rico Visuals		2,780.00
6/3/25	50499-41 Other Mat & Supplies,Veh Ma 20100	C65838	Vehicle parts	746.60	
			Buchanan Auto Electric Inc.		746.60

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	Accounts Payable				
6/4/25	50800-10 Purchased Transportation, Ope 20100 Accounts Payable	134423	Estimated June service  MV Transportation	760,980.58	  760,980.58
6/5/25	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	3845725	Vehicle parts (Bus 201)  Muncie Transit Supply	3,357.17	  3,357.17
6/5/25	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	42409	Service of radio equipment  Precision Wireless Service	1,008.87	  1,008.87
6/5/25	50401-10 Fuel & Lubricants 20100 Accounts Payable	860160	Diesel  Western States Oil CO.	29,024.54	  29,024.54
6/6/25	10204 A/R Accrual - MV Liability In 20100 Accounts Payable	14-2025-May	May insurance & admin fees  CalTIP	38,504.22	  38,504.22
6/6/25	51200-60 Rentals & Leases, Admin 20100 Accounts Payable	590411029	June copier (6/1 - 6/30/25)  Pacific Office Automation/Lease	334.39	  334.39
6/6/25	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	SWO178307-1	Vehicle repair (Bus 408)  SONSRAY FLEET SERVICES	2,189.81	  2,189.81
6/7/25	50903-60 Fees, Admin 20100 Accounts Payable	0000V446E9235	Pay by check fee  UPS	25.50	  25.50
6/8/25	10400 Prepaid Expenses 20100 Accounts Payable	10171042	FY25/26 Property insurance  Alliant Insurance Services, Inc.	17,309.81	  17,309.81
6/8/25	50300-60 Outside Services, Admin 20100 Accounts Payable	5/2025	May consulting services  Politico Group Inc.	2,500.00	  2,500.00
6/9/25	50401-10 Fuel & Lubricants 20100 Accounts Payable	25-387446	Anti-freeze  Flyers Energy, LLC (RCP)	242.32	  242.32
6/9/25	50401-10 Fuel & Lubricants 20100 Accounts Payable	25-387447	Mobil Delvac, DEF  Flyers Energy, LLC (RCP)	4,100.28	  4,100.28
6/9/25	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	4233150201	June uniforms  Cintas Corporation	617.28	  617.28
6/9/25	10400 Prepaid Expenses 20100 Accounts Payable	78683	FY25/26 Workers' Comp  Special District Risk Mgmt Authority	12,820.12	  12,820.12

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6/9/25	50908-10 Marketing & Advertising, Ope 20100 Accounts Payable	8953	Printing bus schedules AABCO Printing	1,258.92	1,258.92
6/10/25	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	3847734	Vehicle parts (stock) Muncie Transit Supply	406.82	406.82
6/10/25	11105 Oper, Maint & Admin Facility 20100 Accounts Payable	639541	Camera drive reader - TDA Luminator Mass Transit	562.28	562.28
6/11/25	50300-60 Outside Services, Admin 20100 Accounts Payable	1527420	May legal services Hanson Bridgett LPP	3,664.00	3,664.00
6/11/25	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	1500-01228878	Waste removal Asbury Environmental Services	65.00	65.00
6/11/25	50300-60 Outside Services, Admin 20100 Accounts Payable	WCAT-9	COA tasks 1 & 4 Ronny Kraft Consulting	3,780.00	3,780.00
6/11/25	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	Y5-250619384	Vehicle parts (Bus 415) Cummins Sales & Service	1,156.60	1,156.60
6/11/25	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	Y5-250619450	Vehicle parts (Bus 415) Cummins Sales & Service	1,394.27	1,394.27
6/12/25	50800-10 Purchased Transportation, Ope 20100 Accounts Payable	25198	April pilot Central Contra Costa Transit Authority	3,141.91	3,141.91
6/13/25	50501-10 Telephone, Operations 50501-60 Telephone, Admin 20100 Accounts Payable	000023614704	May - Jun. phone service May - Jun. phone service AT&T	115.72 57.86	173.58
6/13/25	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	103464498	Vehicle parts Kimball Midwest	296.57	296.57
6/13/25	50300-42 Outside Service, Non-Veh Mai 20100 Accounts Payable	252925	June inspection ECO-CHEK Compliance, Inc.	125.00	125.00
6/13/25	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	83825755	Vehicle parts (Bus 204) The Aftermarket Parts Company, LLC	3,329.76	3,329.76
6/13/25	50401-10 Fuel & Lubricants 20100	860313	Diesel Western States Oil CO.	27,944.87	27,944.87



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	Accounts Payable				
6/13/25	50903-60 Fees, Admin 20100 Accounts Payable	1500-01229952	Admin fee  Asbury Environmental Services	8.00	8.00
6/13/25	50300-41 Outside Service, Vehicle Main 20100 Accounts Payable	1500-01229953	Waste removal & admin fee  Asbury Environmental Services	103.00	103.00
6/13/25	50499-42 Other Mat&Suppl, Non-Veh 50499-42 Other Mat&Suppl, Non-Veh 50499-41 Other Mat & Supplies,Veh Ma 50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	Stmt 6/13/25	Facilities supplies (see receipts for description) Facilities supplies (rotohammer>window film kit) Maintenance supplies (solder)  Maintenance supplies (shelving,rat glue) Home Depot Credit Services	362.02 524.32 58.39 239.92	1,184.65
6/16/25	50402-10 Tires & Tubes 20100 Accounts Payable	173362	June tires  J & O's Commercial Tire Center	3,413.05	3,413.05
6/16/25	50401-10 Fuel & Lubricants 20100 Accounts Payable	25-393080	DEF  Flyers Energy, LLC (RCP)	998.95	998.95
6/16/25	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	3851068	Vehicle parts (Bus 201)  Muncie Transit Supply	873.94	873.94
6/16/25	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	41319695	Vehicle parts (Bus 415)  Gillig LLC	2,763.76	2,763.76
6/16/25	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	4233872501	June uniforms  Cintas Corporation	597.66	597.66
6/16/25	50500-10 Utilities, Operations 50500-60 Utilities, Admin 20100 Accounts Payable	6/2025	June gas & electric  June gas & electric  PG & E	3,055.60 1,527.80	4,583.40
6/18/25	11104 Facility Repairs 20100 Accounts Payable	101	Electrical repair in dispatch (HVAC) - TDA LS&J Electric Inc.	2,200.00	2,200.00
6/18/25	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	12473	Maintenance tools for buses  Motor Coach Industries, Inc.	2,182.73	2,182.73
6/18/25	50402-10 Tires & Tubes 20100 Accounts Payable	173391	June tires  J & O's Commercial Tire Center	3,750.58	3,750.58
6/18/25	50500-10	6/2025	June gas & electric	12.62	

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	Utilities, Operations 50500-60		June gas & electric	6.31	
	Utilities, Admin 20100		Pacific Gas & Electric		18.93
	Accounts Payable				
6/18/25	50499-41 Other Mat & Supplies,Veh Ma 20100	83831905	Vehicle parts (Bus 206,207)	258.79	
	Accounts Payable		The Aftermarket Parts Company, LLC		258.79
6/18/25	50499-41 Other Mat & Supplies,Veh Ma 20100	902792126	Vehicle parts (Bus 205)	377.63	
	Accounts Payable		Prevost Car (US) Inc.		377.63
6/18/25	50499-41 Other Mat & Supplies,Veh Ma 20100	902792127	Vehicle parts (Bus 205)	164.99	
	Accounts Payable		Prevost Car (US) Inc.		164.99
6/18/25	50499-41 Other Mat & Supplies,Veh Ma 20100	902792128	Vehicle parts (Bus 205)	557.81	
	Accounts Payable		Prevost Car (US) Inc.		557.81
6/18/25	50499-41 Other Mat & Supplies,Veh Ma 20100	902792129	Vehicle parts (Bus 205)	2.61	
	Accounts Payable		Prevost Car (US) Inc.		2.61
6/18/25	50499-41 Other Mat & Supplies,Veh Ma 20100	902792130	Vehicle parts (Bus 205)	419.32	
	Accounts Payable		Prevost Car (US) Inc.		419.32
6/18/25	50499-41 Other Mat & Supplies,Veh Ma 20100	902792131	Vehicle parts (Bus 205)	800.92	
	Accounts Payable		Prevost Car (US) Inc.		800.92
6/18/25	50499-41 Other Mat & Supplies,Veh Ma 20100	902792517	Vehicle parts (Bus 205)	0.64	
	Accounts Payable		Prevost Car (US) Inc.		0.64
6/18/25	51200-10 Rentals & Leases, Operations 20100	ARO0002591	Apr - Jun TC bus bay rental	25,467.75	
	Accounts Payable		AC Transit		25,467.75
6/18/25	50499-41 Other Mat & Supplies,Veh Ma 20100	C65888	Vehicle parts	1,313.56	
	Accounts Payable		Buchanan Auto Electric Inc.		1,313.56
6/18/25	50499-41 Other Mat & Supplies,Veh Ma 20100	C65889	Vehicle parts	2,704.32	
	Accounts Payable		Buchanan Auto Electric Inc.		2,704.32
6/19/25	50499-41 Other Mat & Supplies,Veh Ma 20100	10007400	Vehicle parts (Bus 416)	545.81	
	Accounts Payable		Pape Kenworth		545.81
6/19/25	11105 Oper, Maint & Admin Facility 20100	452614-11	New mini split system (HVAC dispatch) - TDA	18,362.00	
	Accounts Payable		Monterey Mechanical		18,362.00

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6/19/25	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	902793763	Vehicle parts (Bus 205)  Prevost Car (US) Inc.	34.86	34.86
6/19/25	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	Y9-250649330	Vehicle parts (Bus 165)  Cummins Sales & Service	226.91	226.91
6/20/25	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	Y9-250649360	Vehicle parts (Bus 165)  Cummins Sales & Service	2,985.79	2,985.79
6/23/25	50401-10 Fuel & Lubricants 20100 Accounts Payable	25-398968	Anti-freeze  Flyers Energy, LLC (RCP)	236.84	236.84
6/23/25	50401-10 Fuel & Lubricants 20100 Accounts Payable	25-398969	DEF  Flyers Energy, LLC (RCP)	998.95	998.95
6/23/25	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	4234554861	June uniforms  Cintas Corporation	597.56	597.56
6/23/25	50300-60 Outside Services, Admin 20100 Accounts Payable	DS2025WCT3	Broadcast Board Mtgs (6/2025)  City of Pinole/Pinole Community TV	468.00	468.00
6/23/25	50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	Y9-250649458	Vehicle parts (Bus 405)  Cummins Sales & Service	892.95	892.95
6/24/25	50401-10 Fuel & Lubricants 20100 Accounts Payable	860541	Diesel  Western States Oil CO.	29,740.80	29,740.80
6/24/25	50300-60 Outside Services, Admin 20100 Accounts Payable	C50089.00-03	May litigation support  EKI Environment & Water, Inc	22,114.01	22,114.01
6/25/25	50499-41 Other Mat & Supplies,Veh Ma 50499-41 Other Mat & Supplies,Veh Ma 20100 Accounts Payable	144385	Vehicle parts  Maintenance supplies (splice kit,lube meter,gloves) Chuck's Brake & Wheel	1,619.47 1,411.11	3,030.58
6/25/25	50499-60 Other Mat & Supplies, Admin 20100 Accounts Payable	7005842233	Office supplies  Staples	126.90	126.90
6/25/25	50401-10 Fuel & Lubricants 20100 Accounts Payable	860579	Gas  Western States Oil CO.	14,652.79	14,652.79
6/26/25	50908-10 Marketing & Advertising, Ope 20100 Accounts Payable	9006	Various info signs for buses  AABCO Printing	4,557.81	4,557.81

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				4,577,034.67	4,577,034.67



# Monthly Management Report Summary

May, FY 24/25

## System & Program Summary

	May FY 24/25	May FY 23/24	% Change	Year-To-Date FY 24/25	Year-To-Date FY 23/24	% Change
<b>System Total</b>						
Total Passengers	66,408	63,946	3.9	650,098	631,562	2.9
Revenue Passengers	63,545	60,365	5.3	612,840	571,012	7.3
Weekday Total Passengers	62,115	59,941	3.6	602,835	586,571	2.8
Saturday Total Passengers	2,668	2,254	18.4	28,892	27,252	6.0
Sunday Total Passengers	1,625	1,751	-7.2	18,371	17,739	3.6
Weekday Average Passengers	2,958	2,725	8.6	2,598	2,528	2.8
Saturday Average Passengers	534	564	-5.3	556	524	6.1
Sunday Average Passengers	325	350	-7.1	340	329	3.3
Vehicle Revenue Hours	7,040.36	7,157.95	-1.6	74,619.65	78,068.99	-4.4
Total Vehicle Hours	7,481.91	7,668.93	-2.4	79,541.93	83,085.44	-4.3
Revenue Vehicle Miles	120,097.5	123,527.3	-2.8	1,295,502.3	1,302,653.6	-0.5
Total Miles	145,388.0	145,185.0	0.1	1,516,584.5	1,581,994.0	-4.1
<b>Dial-A-Ride Program</b>						
Number of Weekdays	21	22	-4.5	229	230	-0.4
Number of Saturdays	5	4	25.0	52	52	0.0
Total Passengers	1,676	1,726	-2.9	17,821	18,682	-4.6
Revenue Passengers	1,558	1,556	0.1	16,714	17,557	-4.8
Weekday Total Passengers	1,494	1,572	-5.0	15,916	16,584	-4.0
Saturday Total Passengers	182	154	18.2	1,905	2,098	-9.2
Weekday Average Passengers	71	71	0.0	70	72	-2.8
Saturday Average Passengers	36	39	-7.7	37	40	-7.5
Vehicle Revenue Hours	947.61	984.08	-3.7	9,837.68	10,480.47	-6.1
Total Vehicle Hours	987.85	1,019.13	-3.1	10,240.86	10,889.79	-6.0
Productivity	1.77	1.75	1.1	1.81	1.78	1.7
Revenue Vehicle Miles	8,195.7	8,927.7	-8.2	87,783.2	91,984.0	-4.6
Total Miles	9,179.0	9,842.0	-6.7	98,458.0	102,580.0	-4.0
<b>Express Routes Program</b>						
Number of Weekdays	21	22	-4.5	230	230	0.0
Number of Saturdays	5	4	25.0	52	52	0.0
Number of Sundays	5	5	0.0	54	54	0.0
Total Passengers	26,725	28,154	-5.1	279,968	275,029	1.8
Revenue Passengers	25,699	26,916	-4.5	266,363	252,592	5.5
Weekday Total Passengers	23,082	24,738	-6.7	239,814	237,764	0.9
Saturday Total Passengers	2,018	1,665	21.2	21,783	19,526	11.6
Sunday Total Passengers	1,625	1,751	-7.2	18,371	17,739	3.6
Weekday Average Passengers	1,099	1,124	-2.2	1,043	1,034	0.9
Saturday Average Passengers	404	416	-2.9	419	376	11.4
Sunday Average Passengers	325	350	-7.1	340	329	3.3
Vehicle Revenue Hours	2,573.28	2,543.75	1.2	26,906.51	27,692.83	-2.8
Total Vehicle Hours	2,753.27	2,736.55	0.6	28,808.30	29,730.29	-3.1
Productivity	10.39	11.07	-6.1	10.41	9.93	4.8
Revenue Vehicle Miles	43,696.2	43,289.7	0.9	461,064.7	455,587.7	1.2
Total Miles	48,058.2	48,116.0	-0.1	508,256.8	504,948.7	0.7



## Monthly Management Report Summary

May, FY 24/25

### System & Program Summary

	May FY 24/25	May FY 23/24	% Change	Year-To-Date FY 24/25	Year-To-Date FY 23/24	% Change
<b>Local Fixed Routes Program</b>						
Number of Weekdays	21	22	-4.5	229	230	-0.4
Number of Saturdays	5	4	25.0	52	52	0.0
Total Passengers	19,647	19,484	0.8	187,776	200,199	-6.2
Revenue Passengers	18,138	17,710	2.4	169,276	167,779	0.9
Weekday Total Passengers	19,179	19,049	0.7	182,572	194,571	-6.2
Saturday Total Passengers	468	435	7.6	5,204	5,628	-7.5
Weekday Average Passengers	913	866	5.4	797	846	-5.8
Saturday Average Passengers	94	109	-13.8	100	108	-7.4
Vehicle Revenue Hours	2,326.29	2,427.70	-4.2	24,949.09	27,877.76	-10.5
Total Vehicle Hours	2,445.13	2,596.56	-5.8	26,405.47	29,356.66	-10.1
Productivity	8.45	8.03	5.2	7.53	7.18	4.9
Revenue Vehicle Miles	36,216.6	37,864.3	-4.4	393,459.0	402,921.4	-2.3
Total Miles	38,657.0	40,587.8	-4.8	419,733.0	430,737.2	-2.6
<b>Transbay Lynx Program</b>						
Number of Weekdays	21	22	-4.5	232	232	0.0
Total Passengers	18,360	14,582	25.9	164,533	137,652	19.5
Revenue Passengers	18,150	14,183	28.0	160,487	133,084	20.6
Weekday Total Passengers	18,360	14,582	25.9	164,533	137,652	19.5
Weekday Average Passengers	874	663	31.8	709	593	19.6
Vehicle Revenue Hours	1,193.18	1,202.42	-0.8	12,926.37	12,017.93	7.6
Total Vehicle Hours	1,295.66	1,316.69	-1.6	14,087.30	13,108.70	7.5
Productivity	15.39	12.13	26.9	12.73	11.45	11.2
Revenue Vehicle Miles	31,989.0	33,445.7	-4.4	353,195.4	352,160.5	0.3
Total Miles	33,934.9	35,389.5	-4.1	374,233.3	371,933.3	0.6

Preventable Accidents per Miles Driven in 12 Month  
Period

May-25

	Miles	Accidents	Frequency 12 Month Period
FR	1,529,489	14	109,249
DAR	143,146	1	143,146

FR=Fixed Route, Martinez Link, Transbay, & Express  
DAR=Dial-A-Ride

	Non-Preventable			Preventable		
	Month		FYTD	Month		FYTD
	Current	Last Year	Current	Current	Last Year	Current
FR	0	1	2	2	0	3
DAR	0	0	1	0	0	0

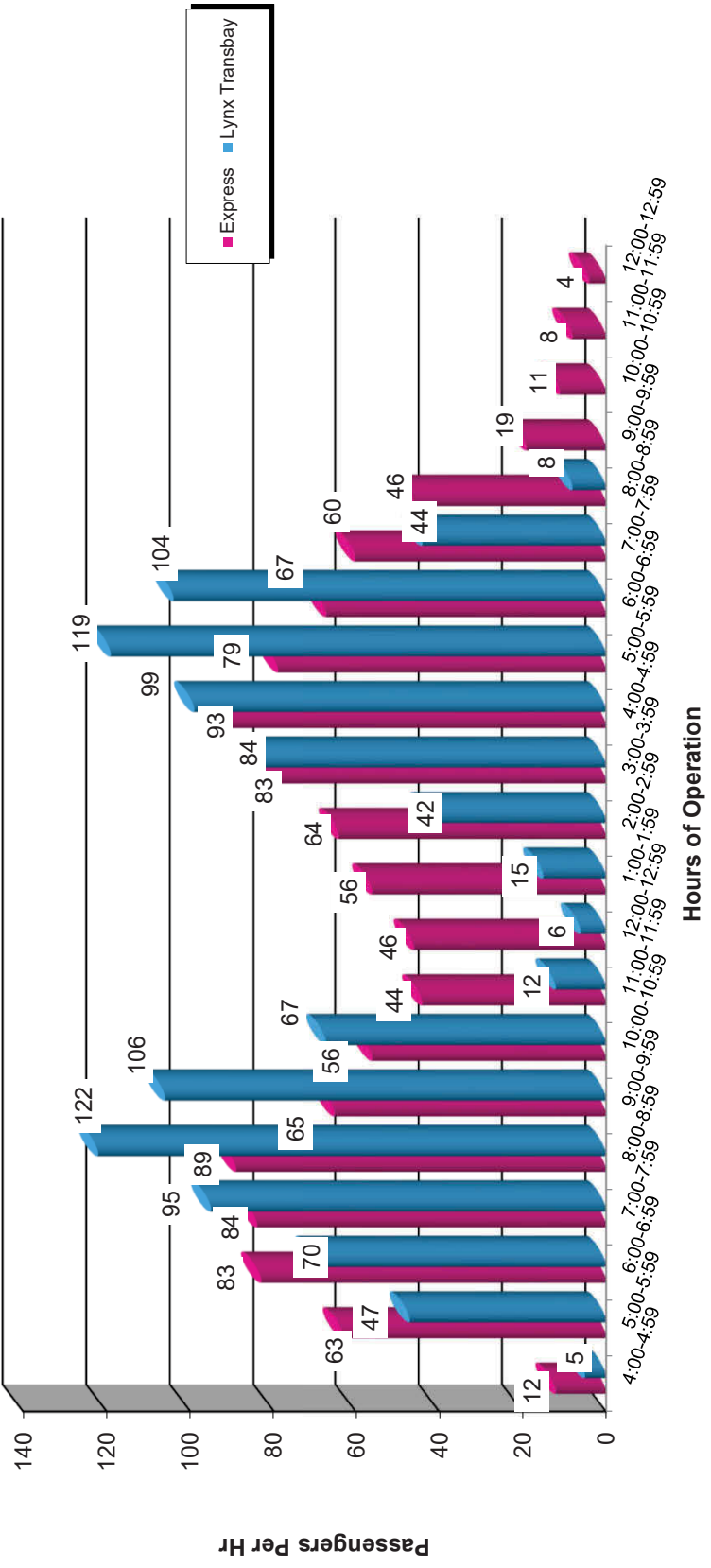


**Passenger & Productivity Statistical Report**  
**May, FY 24/25**  
**System**  
**All Routes**

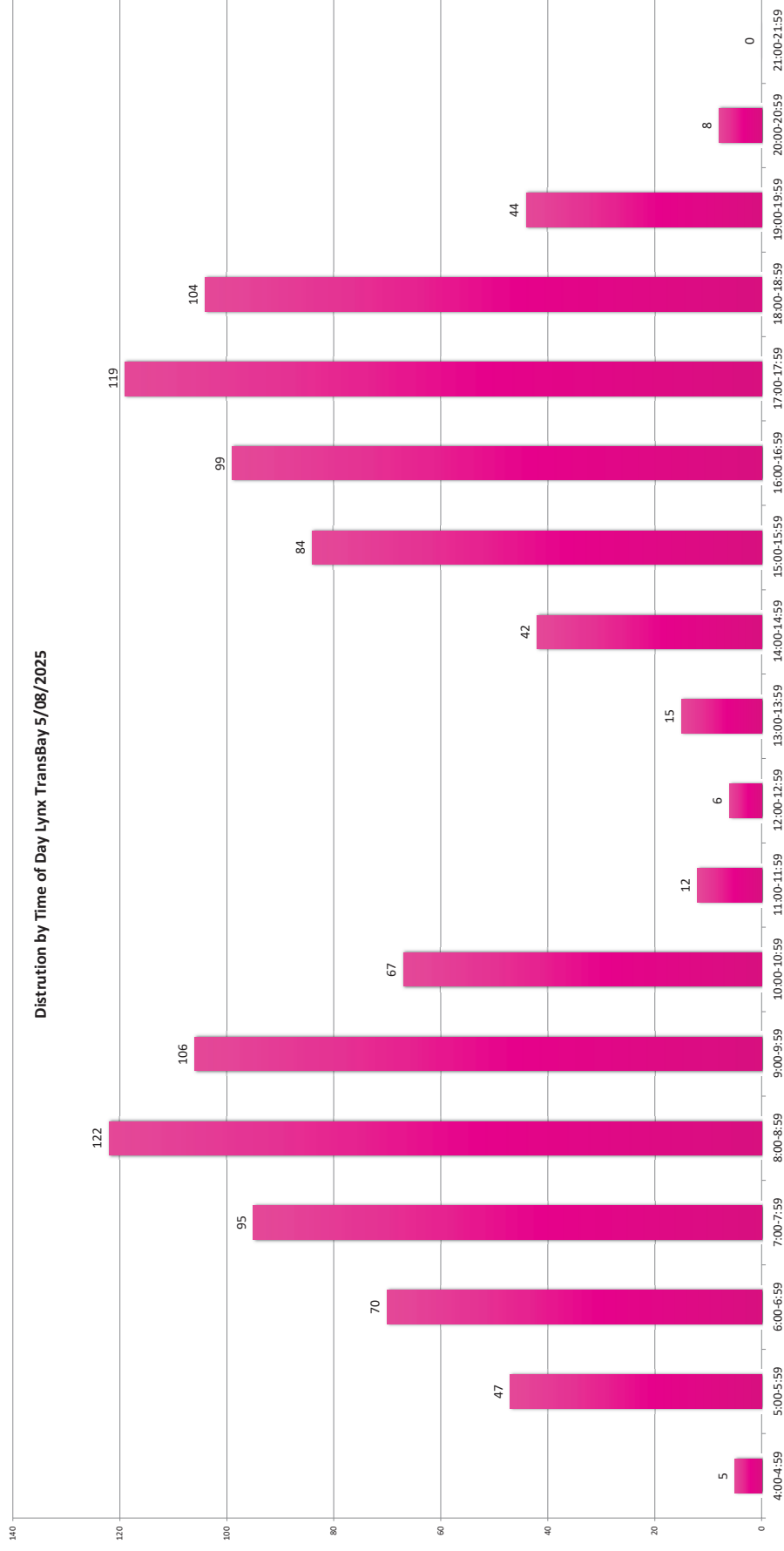
Route by Day Type & System	Passengers					Passengers Per Revenue Hour						
	May			Fiscal Year To Date		ay			iscal Year To Date			
	FY 23/24	FY 24/25	% Change	FY 23/24	FY 24/25	% Change	FY 23/24	FY 24/25	% Change	FY 23/24	FY 24/25	% Change
Route 10 Weekday	1,792	1,917	7.0	20,749	14,981	-27.8	8.9	10.5	17.9	7.1	8.2	15.3
Route 11 Weekday	2,871	2,986	4.0	31,305	25,713	-17.9	10.1	11.1	9.2	8.3	8.9	6.1
Route 11 Saturday	215	200	-7.0	2,874	2,508	-12.7	4.3	3.5	-20.1	4.6	4.0	11.6
Route 11 Total	3,086	3,186	3.2	34,179	28,221	-17.4	9.3	9.7	4.9	7.8	8.0	2.6
Route 12 Weekday	1,898	1,833	-3.4	20,705	18,619	-10.1	9.1	9.3	2.1	7.3	9.3	28.4
Route 15 Weekday	1,195	1,060	-11.3	14,349	11,816	-17.7	7.1	6.0	-15.0	7.4	6.5	12.9
Route 16 Weekday	4,624	5,677	22.8	45,213	47,750	5.6	7.4	9.6	29.8	7.0	7.4	5.6
Route 19 Saturday	220	268	21.8	2,754	2,696	-2.1	4.5	4.2	-7.1	4.1	4.1	0.3
Route 30Z Weekday	1,295	1,242	-4.1	12,562	13,031	3.7	4.7	4.9	3.6	4.3	4.6	7.5
Route C3 Weekday	5,374	4,464	-16.9	49,688	50,662	2.0	9.5	8.4	-11.6	8.7	8.7	0.2
Route DAR Weekday	1,572	1,494	-5.0	16,584	15,916	-4.0	1.7	1.8	2.4	1.8	1.8	1.6
Route DAR Saturday	154	182	18.2	2,098	1,905	-9.2	2.1	1.8	-15.3	1.9	2.0	2.4
Route DAR Total	1,726	1,676	-2.9	18,682	17,821	-4.6	1.8	1.8	0.8	1.8	1.8	1.6
Route J Weekday	14,373	13,389	-6.8	142,242	141,327	-0.6	12.5	12.2	-2.4	10.8	12.3	13.5
Route J Saturday	1,665	2,018	21.2	19,526	21,783	11.6	10.2	6.2	-39.4	11.0	7.7	29.6
Route J Sunday	1,751	1,625	-7.2	17,739	18,371	3.6	8.6	8.0	-7.7	9.6	8.4	13.2
Route J Total	17,789	17,032	-4.3	179,507	181,481	1.1	11.7	10.5	-10.8	10.7	11.0	2.6
Route JPX Weekday	8,127	7,697	-5.3	73,896	75,685	2.4	11.9	12.1	1.7	10.7	10.9	1.7
Route JX Weekday	2,238	1,996	-10.8	21,626	22,802	5.4	6.5	6.4	-0.8	5.4	6.7	23.6
Route LYNX Weekday	14,582	18,360	25.9	137,652	164,533	19.5	12.1	15.4	26.9	11.5	12.7	11.1
Total System-Wide	63,946	66,408	3.9	631,562	650,098	2.9	8.9	9.4	5.6	8.1	8.7	7.7



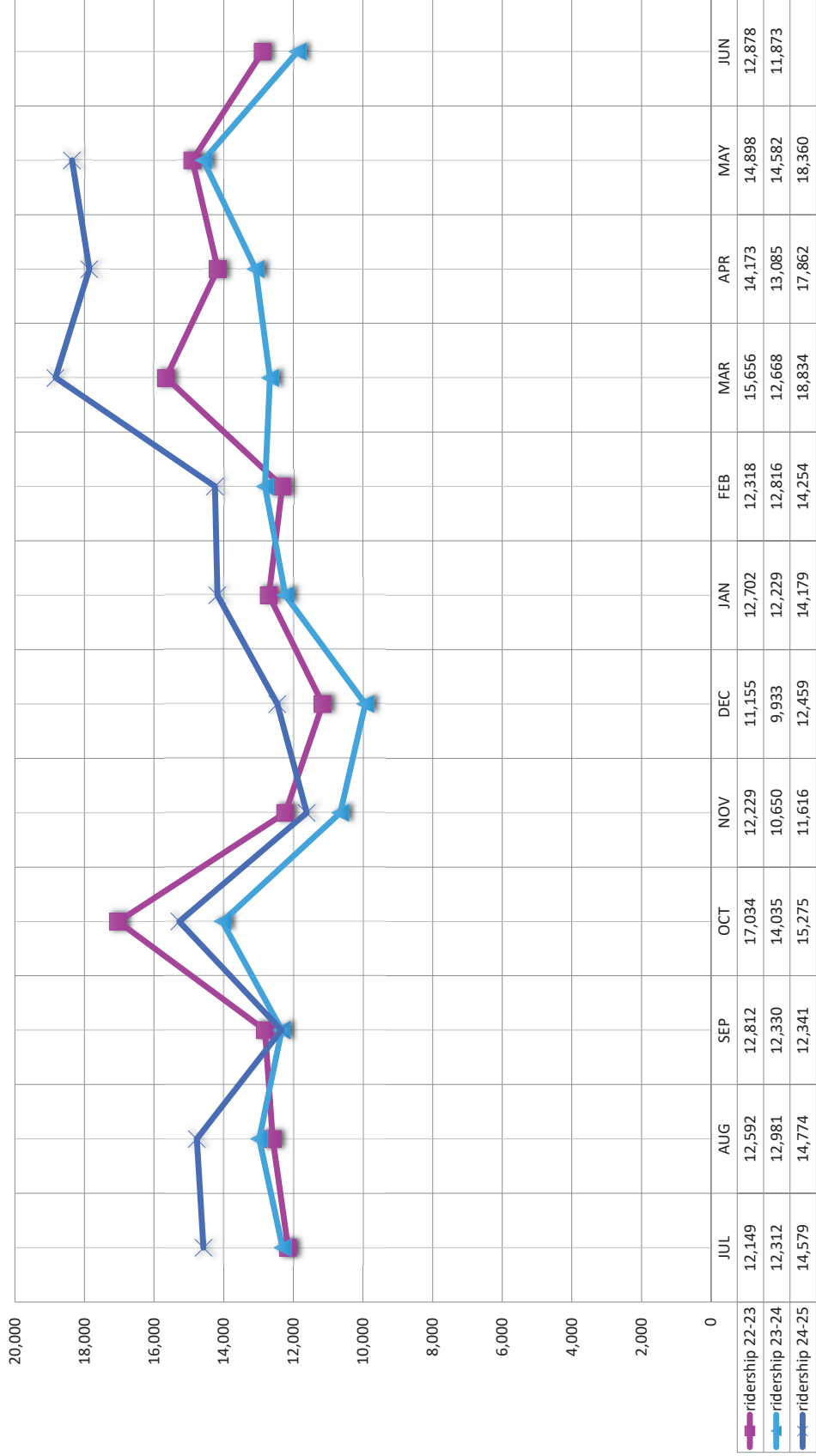
Express Routes (J, JX, JPX), and Lynx Transbay  
Ridership by Time of Day  
Date:05/08/2025



Distribution by Time of Day Lynx TransBay 5/08/2025



# WESCAT LYNX TRANSBAY 3YR STATS



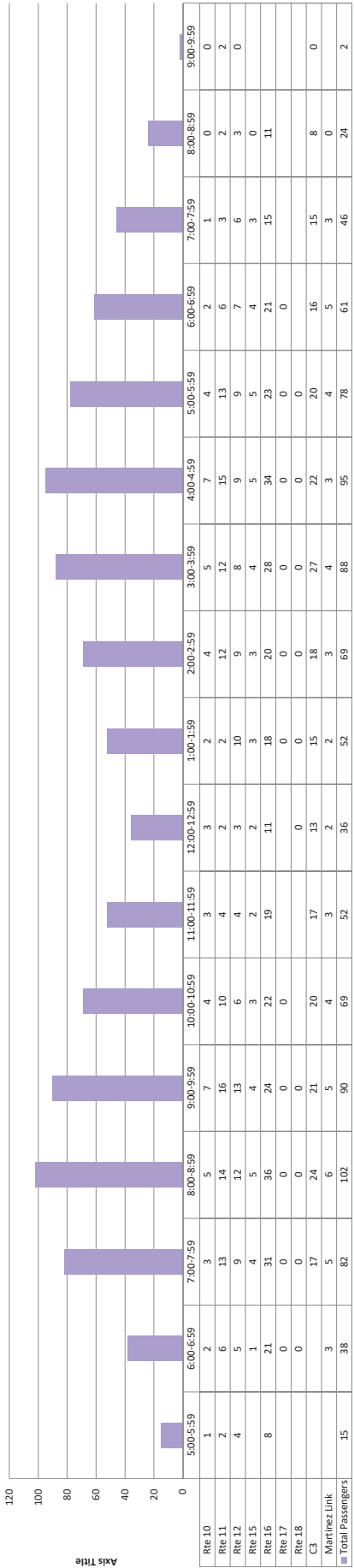
Distribution by Time of Day - Fixed Route

Date: 5/8/2025

	5:00-5:59	6:00-6:59	7:00-7:59	8:00-8:59	9:00-9:59	10:00-10:59	11:00-11:59	12:00-12:59	1:00-1:59	2:00-2:59	3:00-3:59	4:00-4:59	5:00-5:59	6:00-6:59	7:00-7:59	8:00-8:59	9:00-9:59
Rte 10	1	2	3	5	7	4	3	3	2	4	5	7	4	2	1	0	0
Rte 11	2	6	13	14	16	10	4	2	2	12	12	15	13	6	3	2	2
Rte 12	4	5	9	12	13	6	4	3	10	9	8	9	9	7	6	3	0
Rte 15		1	4	5	4	3	2	2	3	3	4	5	5	4	3	0	
Rte 16	8	21	31	36	24	22	19	11	18	20	28	34	23	21	15	11	
Rte 17		0	0	0	0	0			0	0	0	0	0	0			
Rte 18		0	0	0	0			0	0	0	0	0	0				
C3			17	24	21	20	17	13	15	18	27	22	20	16	15	8	0
Martinez Link		3	5	6	5	4	3	2	2	3	4	3	4	5	3	0	
Total Passengers	15	38	82	102	90	69	52	36	52	69	88	95	78	61	46	24	2

Total Route 10	53
Total Route 11	134
Total Route 12	117
Total Route 15	48
Total Route 16	342
Total Route 17	0
Total Route 18	0
Total C3	253
Martinez Link	52
Total	999

Distribution By Time Of Day Fixed Route 5/08/2025

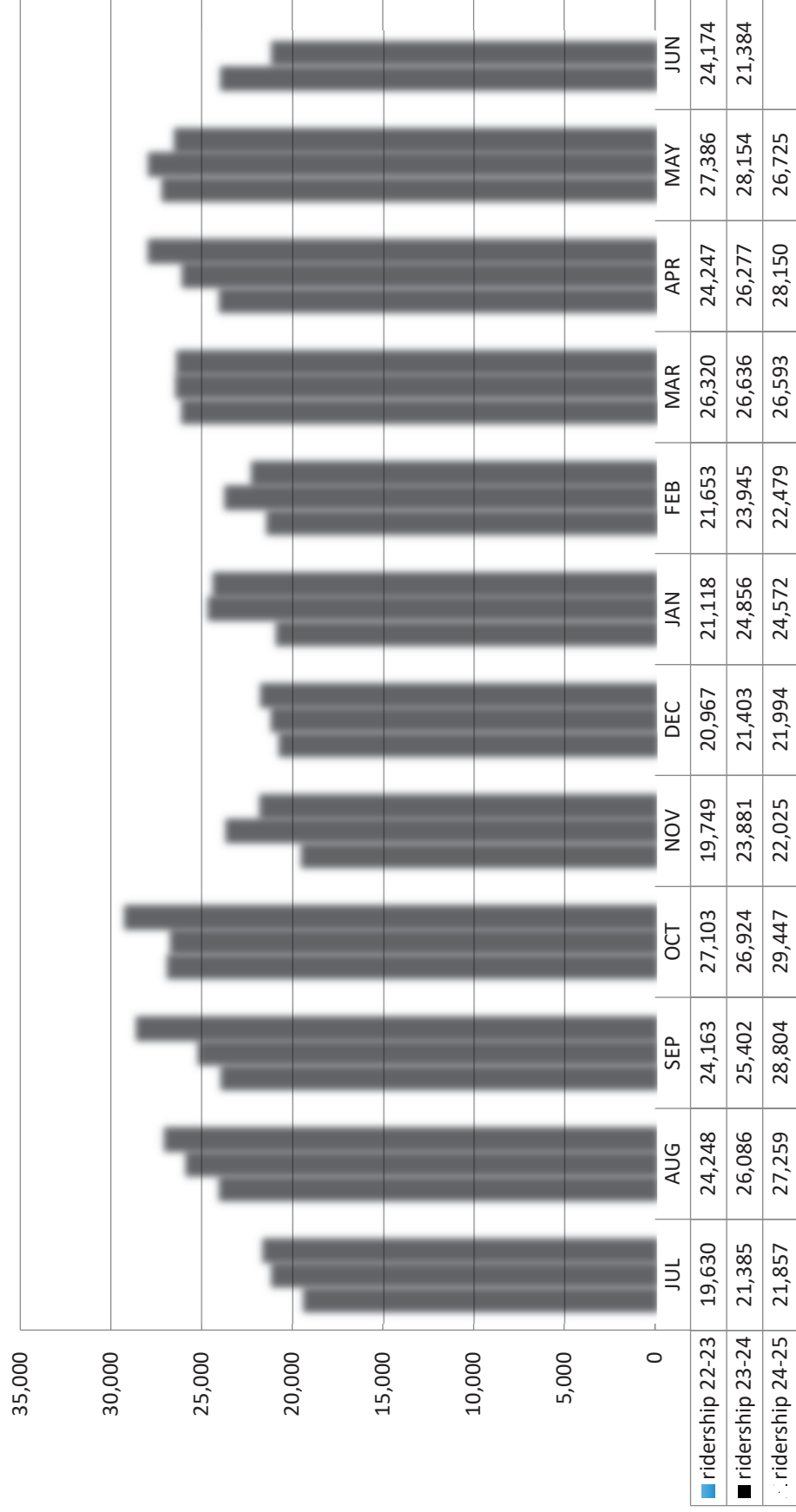


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## WESTCAT EXPRESS RIDERSHIP

Includes Routes J, JX and JPX



**AGENDA ITEM 1.3b****WestCAT Monthly Passenger & Auxiliary Revenue Reconciliation****Month & Fiscal Year-April 2025 Updated**

Cash Fares for Deposit	Monthly System Total	CYTD	Dial-A-Ride	Transbay-Lynx	Fixed Route
Cash Fare - General Public	\$ 12,255.75	\$ 123,146.54		\$ 3,747.25	\$ 8,508.50
Cash Fare - Senior & Disabled	\$ 3,190.25	\$ 27,725.20	\$ 838.75	\$ 628.00	\$ 1,723.50
Cash Fare - Transfers	\$ 422.50	\$ 4,411.00	\$ 12.50		\$ 410.00
Cash Fare - Regional Paratransit	\$ 189.00	\$ 1,893.00	\$ 189.00		
Cash Fare - Local Day Pass Sales	\$ 2,121.00	\$ 18,989.81		\$ 8.00	\$ 2,113.00
Total Estimated Cash (a)	\$ 18,178.50	\$ 176,165.55	\$ 1,040.25	\$ 4,383.25	\$ 12,755.00
Over/(Short) Cash Count	\$ 1.24	\$ 71.72	\$ (0.14)	\$ 1.17	\$ 0.21
Bank Deposit Corrections	\$ -	\$ (32.11)			
<b>Subtotal Cash Fare Deposit</b>	<b>\$ 18,179.74</b>	<b>\$ 176,205.16</b>	<b>\$ 1,040.11</b>	<b>\$ 4,384.42</b>	<b>\$ 12,755.21</b>
Prepaid Sales Deposit	Monthly System Total	CYTD	Dial-A-Ride	Transbay-Lynx	Fixed Route
Ticket Books	\$ 880.00	\$ 8,360.00	\$ 880.00		
Summer Youth Pass (SYP)	\$ -	\$ 30.00			
Clipper Sales	\$ -	\$ 1,810.00			
Lynx 31-Day Pass Sales - GP	\$ 980.00	\$ 10,710.00		\$ 980.00	
Lynx 31-Day Pass Sales - SNR/DSBLD	\$ 210.00	\$ 1,400.00		\$ 210.00	
Lynx Stored Ride Pass Sales	\$ 100.00	\$ 1,160.00		\$ 100.00	
Local 31-Day Pass Sales - GP	\$ 1,080.00	\$ 22,040.00			\$ 1,080.00
Local 31-Day Pass Sales -SNR/DSBLD	\$ 340.00	\$ 3,220.00			\$ 340.00
Local Stored Value Pass Sales	\$ -	\$ -			
Local Day Pass Sales (Prepaid)	\$ 446.50	\$ 3,179.50			\$ 446.50
Shopify (Shipping Fees)	\$ 34.00	\$ 340.00	\$ 11.00	\$ 8.00	\$ 15.00
Over payment	\$ -	\$ -			
Returned Checks	\$ -	\$ -			
Refunds Issued from Ticket / Pass Sales	\$ -	\$ (141.00)			
<b>Subtotal Prepaid Sales Deposit</b>	<b>\$ 4,070.50</b>	<b>\$ 52,108.50</b>	<b>\$ 891.00</b>	<b>\$ 1,298.00</b>	<b>\$ 1,881.50</b>
Billings Issued	Monthly System Total	CYTD	Dial-A-Ride	Transbay-Lynx	Fixed Route
CCC Nutrition Tickets	\$ 122.00	\$ 827.00	\$ 122.00		
Lynx B1G1F - GP 31-Day Pass	\$ -	\$ -			
Lynx B1G1F - SNR/DSBLD 31-Day Pass	\$ -	\$ -			
Wage Works - Local GP 31-Day Pass	\$ 40.00	\$ 160.00			\$ 40.00
Wage Works - Local SNR/DSBLD -31-Day Pass	\$ -	\$ 20.00			
Wage Works - Lynx GP 31-Day Pass	\$ 1,120.00	\$ 7,980.00		\$ 1,120.00	
Wage Works - Lynx SNR/DSBLD 31-Day Pass	\$ 70.00	\$ 700.00		\$ 70.00	
Wage Works - Lynx 10 Ride Pass	\$ -	\$ 650.00			
Wage Works - Local Stored Value Pass	\$ -	\$ -			
Capital Corridor Vouchers (Annually)	\$ -	\$ -			
511 Contra Costa (BOGO LYNX)	\$ -	\$ 1,960.00			
10 Ride LYNX Promo	\$ -	\$ 4,250.00			
511 CC Summer Youth Pass	\$ -	\$ 1,473.90			
WCCUSD (\$37.00 SBPP)	\$ 9,250.00	\$ 113,960.00			\$ 9,250.00
BART Parking	\$ -	\$ 1,019.80			
CCTA Summer Youth Pass	\$ -	\$ 866.10			
CCTA Life Program	\$ -	\$ 5,850.00			
Clipper	\$ 95,998.40	\$ 785,739.73		\$ 65,145.93	\$ 30,852.47
CCC Health Services	\$ -	\$ 2,100.00			
CCC Employee & Human Services	\$ -	\$ 400.00			
Contra Costa College	\$ 4,000.00	\$ 4,000.00			\$ 4,000.00
Clipper Start - MTC	\$ -	\$ -			
Pass 2 Class Program	\$ -	\$ 21,520.00			
<b>*Other</b>	\$ -	\$ -			
Subtotal Billings	\$ 110,600.40	\$ 953,476.53	\$ 122.00	\$ 66,335.93	\$ 44,142.47
<b>Total Passenger Revenue</b>	<b>\$ 132,850.64</b>	<b>\$ 1,181,790.19</b>	<b>\$ 2,053.11</b>	<b>\$ 72,018.35</b>	<b>\$ 58,779.18</b>

	Monthly System Total	CYTD
<b>Total Passenger Revenue Last Year</b>	<b>\$ 125,802.06</b>	<b>\$ 1,060,121.13</b>



Agenda Item 1.4  
Staff Report on WCCTA Publicly Available Pay Schedules

Pursuant to sections 20636 and 20636.1 of the Government Code, WCCTA is required to compile a publicly available pay schedule and to have the document duly approved by the Board of Directors. The schedule must identify the job title for every employee position, and it must present the pay range for each identified position. To comply with the regulation, compensation to employees must conform to the amounts listed in this document.

The board last approved a Pay Schedule in July 2024.

Staff has prepared the attached documents covering FY25-26, which comply with the requirements outlined in the relevant Government Code sections referenced above. Staff has ensured that the salaries received by current employees fall within the presented ranges, and ranges are presented for the current open positions at the agency. Board approval is required to protect both the Authority and its employees from any uncertainty or challenge in the determination of earnable compensation under the Public Employees' Retirement Law.

**Recommendation**

Staff recommends formally approving and adopting WCCTA Publicly Available Pay Schedules for FY25-26

Item 1.4

WESTERN CONTRA COSTA TRANSIT AUTHORITY PUBLICLY AVAILABLE PAY SCHEDULE

WCCTA Salary Range Effective 7/1/2025 through 6/30/2026

Position Title	Status	Monthly Minimum	Monthly Maximum
General Manager	Exempt	\$17,231	\$22,401
Chief Financial Officer	Exempt	\$12,858	\$16,716
General Services Manager	Exempt	\$9,138	\$11,880
Manager of Grants & Compliance / DBE Liaison	Exempt	\$8,703	\$11,314
Transit Operations Manager	Exempt	\$8,703	\$11,314
Finance Manager	Exempt	\$8,289	\$10,775
Transit Planner	Exempt	\$6,819	\$8,865
ADA and Administrative Specialist	Exempt	\$5,891	\$7,658
Accounting Technician	Non-Exempt	\$5,891	\$7,658
Facility Maintenance Worker	Non-Exempt	\$5,088	\$6,615
General Services Technician	Non-Exempt	\$4,615	\$6,000

## Agenda Item 2.1

### Election of Officers

**TO:** Board of Directors

**DATE:** July 11, 2025

**FROM:** General Manager

**SUBJECT** Election of Chair and Vice Chair for FY25/26

The WCCTA Bylaws call for annual election of the Chairperson and Vice-Chairperson at the beginning of each Fiscal Year. The new Vice-Chair heads the F&AA Committee. Below is a history of the past officers and the area they represent.

<u>Fiscal Year</u>	<u>Chair</u>		<u>Vice-Chair</u>	
19-20	C. Kelley	(H)	N. Martinez-Rubin	(P)
20-21	N. Martinez-Rubin	(P)	A. Chavez	(C)
21-22	A. Chavez	(C)	D. Bailey	(H)
22-23	D. Bailey	(H)	M. Toms	(P)
23-24	M.Toms	(P)	T. Hansen	(C)
24-25	T.Hansen	(C)	T.Grimsley	(H)

## **Agenda Item 2.2**

### **Staff Report on Disadvantaged Business Enterprise Triennial Goal for FFY 2026 to 2028**

#### **Background**

In accordance with Title 49 of the Code of Federal Regulations, Part 26 (49 CFR Part 26), Western Contra Costa Transit Authority (WestCAT) implements a Disadvantaged Business Enterprise (DBE) Program to ensure nondiscrimination in the award of federally funded contracts. As part of this program, WestCAT is required to establish a triennial goal for DBE participation in all contracts that are to be funded with Federal Transit Administration (FTA) funds. DBEs are defined as for-profit small business concerns where socially and economically disadvantaged individuals own at least 51% interest and also control management and daily business operations.

The DBE Triennial Goal is a calculation based on the methodology and procedures established in 49 CFR Part 26. The attached document details the methodology.

#### **Discussion**

WestCAT is required to set a DBE Triennial Goal for Federal Fiscal Years 2026 to 2028 based on anticipated federally funded contracting opportunities during this period. The anticipated federally funded contracting opportunities include ADA operating assistance and contracting opportunities associated with the hydrogen fueling station project. FTA funded transit vehicle purchases are excluded from the DBE goal setting process.

WestCAT calculated the DBE goal based on approved methodology and the DBE Triennial Goal was set at two percent (2%).

To provide public participation in the goal-setting process, WestCAT worked in cooperation with other U.S. DOT recipients in the region as a member of the Business Outreach Committee, a consortium of Bay Area transit and transportation agencies assisting Disadvantaged Business Enterprises and Small Business Enterprises, to solicit and receive public comments. WestCAT participated in consultation and public participation stakeholder sessions in May 2025. The consultation sessions were with trade groups, minority, women and general contractor groups, and community organizations seeking input and/or consultation in establishing three-year overall DBE goals. The public participation stakeholder sessions provided an overview of the DBE Program and goal-setting process, proposed agency DBE goals, and an open forum.

A public notice for WestCAT's proposed DBE Triennial Goal and the DBE goal methodology were published on WestCAT's website on May 30, 2025.

#### **Requested Action**

Staff recommends approval of WestCAT's Disadvantaged Business Enterprise Triennial Goal of two percent (2%) for FTA-assisted contracts for FFY 2026-2028 and authorization for staff to submit the goal to the FTA.

#### **Attached:**

1. WestCAT's DBE Triennial Goal for FFY 2026-2028
2. Resolution



## **Western Contra Costa Transit Authority (WestCAT)**

**Disadvantaged Business Enterprise Triennial Goal  
FFY 2026 - FFY 2028**

**July 2025**

**Western Contra Costa Transit Authority  
(WestCAT)- Recipient ID 5624**

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## Introduction

Western Contra Costa Transit Authority, also known as WestCAT, implements a Disadvantaged Business Enterprise (DBE) Program in accordance with Title 49 of the Code of Federal Regulations, Part 26 (49 CFR Part 26). The DBE regulations require United States Department of Transportation (U.S. DOT) recipients to implement a DBE program and set triennial DBE participation goals.

The methodology to calculate the DBE Triennial Goal is a two-step process described in 49 CFR Part 26. Step-One of the methodology establishes a base figure for the anticipated U.S. DOT-assisted contracts to be awarded in the period. The base figure is derived from the relative availability of ready, willing and able DBEs in relationship to all comparable businesses that are ready, willing and able to participate in the anticipated U.S. DOT-assisted contracts. Step-Two relies on WestCAT's examination of evidence from its local market area to determine if an adjustment to the base figure is needed.

The DBE goal reflects WestCAT's determination of the level of DBE participation expected absent the effects of discrimination. As a recipient of federal money through the Federal Transit Administration (FTA), WestCAT has included a narrative description accompanied by tables and calculations in its goal setting and methodology to provide a clear explanation of how WestCAT developed its DBE Triennial Goal for FFY 2026-2028.

## Summary

In determining the DBE goal for the federal fiscal period of October 1, 2025 - September 30, 2028 based on the Federal Fiscal Year of October 1 – September 30, WestCAT reviewed the anticipated FTA- assisted contracting opportunities over this period, exclusive of any FTA funds to be used for the purchase of transit vehicles as transit vehicle purchases are excluded from the goal setting process. WestCAT then determined a base figure that represented the percent of DBE participation that would be expected if there existed a level playing field between DBE firms and non-DBE firms. Evidence available from WestCAT's local market area was examined to determine if an adjustment to the base figure was warranted. This methodology was then brought before relevant stakeholders in the DBE and non-DBE community in May 2025 before the DBE goal was set at two percent (2%) for FFY 2026-2028.

The DBE goal is posted on WestCAT's website: <https://westcat.org/Home/BusDBESBE>

## FTA Money

WestCAT receives FTA-assisted money from various funding sources which includes FTA and the Metropolitan Transportation Commission (MTC). During FFY 2026-2028, WestCAT anticipates receiving \$1,129,682 in Americans with Disabilities Act (ADA) operating assistance. WestCAT

currently contracts its fixed-route and paratransit services to a private contractor, MV Transportation, and applies the ADA operating assistance toward supplementing the cost of operating ADA paratransit service.

WestCAT also anticipates receiving \$336,000 towards project management, \$3,361,500 for hydrogen fueling station equipment, \$85,500 for hydrogen fueling station design, \$211,500 for utility upgrades for the hydrogen fueling station, \$418,500 for installation of a mobile fueler, \$834,189 for workforce development training associated with the hydrogen fueling station project and hydrogen fuel cell buses, and \$1,629,000 for maintenance facility modification on its existing property in Pinole, California.

Table 1 reflects the anticipated FTA-assisted contracting opportunities subject to the overall Triennial Goal period of FFY 2026-2028. ADA operating assistance, project management, hydrogen fueling station equipment, hydrogen fueling station design, utility upgrades for the hydrogen fueling station, installation of a mobile fueler, workforce development training associated with the hydrogen fueling station project and hydrogen fuel cell buses, and maintenance facility modification are the contracting opportunities listed in the table. The total dollar amount is \$8,005,871.

**Table 1- FTA-Assisted Contracting Opportunities**

<b>Description of Contract</b>	<b>FTA Dollars</b>
ADA operating assistance	\$1,129,682
Project management	\$336,000
Hydrogen fueling station equipment	\$3,361,500
Hydrogen fueling station design	\$85,500
Utility upgrades for hydrogen fueling station	\$211,500
Installation of mobile fueler	\$418,500
Workforce development training	\$834,189
Maintenance facility modification	\$1,629,000
<b>Total</b>	<b>\$ 8,005,871</b>

## **Determining Local Market Area**

The following areas were considered in determining WestCAT's local market area:

- 1) The area in which WestCAT spends the majority of its contracting dollars
- 2) The area in which the substantial majority of the contractors and subcontractors with which WestCAT does business are located



WestCAT's service area includes 17.8 square miles of West Contra Costa County, which is also where WestCAT's headquarters is located. Currently all of the contracting dollars are spent in Contra Costa County.

WestCAT determined the majority of past and current vendors are from the Bay Area and located in the counties of Alameda, Contra Costa, Marin, Napa, San Francisco, San Mateo, Santa Clara, Solano and Sonoma. WestCAT will use these counties to determine the number of DBEs and all firms in its local market area.

## Goal Methodology

### Step-One: Determining Base Figure

Base figures were calculated for contracts to be awarded during FFY 2026-2028 to determine the relative availability of DBEs in specific areas of expertise using the North American Industrial Classification System (NAICS) codes. WestCAT examined NAICS codes that would be associated with transportation providers able to provide its fixed route and paratransit service and NAICS codes associated with the hydrogen fueling station project.

At this time, WestCAT contracts with one transportation provider for fixed route and paratransit services. The layout of WestCAT's facility in Pinole, California currently is only able to accommodate one contracted transportation provider. Limited facility space and parking space, as well as the current design and layout of WestCAT's facility, and additional costs associated with housing two transportation providers, reasonably allow for only one contracted transportation provider.

The NAICS code is identified in column A, NAICS description in column B, and associated contracting opportunity in column C of Table 2.

**Table 2-NAICS Code and Associated Contracting Opportunity**

<b>A. NAICS CODE</b>	<b>B. NAICS DESCRIPTION</b>	<b>C. CONTRACTING OPPORTUNITY</b>
485113	Bus and other Motor Vehicle Transit Systems	ADA operating assistance
541618	Other Management Consulting Services	Project management
423830	Industrial Machinery and Equipment Merchant Wholesalers	Hydrogen fueling station equipment
541330	Engineering Services	Hydrogen fueling station design

237130	Power and Communication Line and Related Structures Construction	Utility upgrades for hydrogen fueling station
237120	Oil and Gas Pipeline and Related Structures Construction	Installation of mobile fueler
61151	Technical and Trade Schools	Workforce development training
236220	Commercial and Industrial Building Construction	Maintenance facility modification

**Number of DBEs:** To determine the number of DBEs in WestCAT's nine county market area, WestCAT searched the California Department of Transportation's CUCP<sup>1</sup> database for DBEs that are certified in the identified NAICS code. The number of DBEs identified is displayed in column C of Table 3.

**Number of All Firms (DBEs and non-DBEs):** To determine the number of all firms (DBEs and non-DBEs) in WestCAT's nine county market area, WestCAT searched the United States Census Bureau's most recent California Business Patterns (CBP)<sup>2</sup> database, 2022 data table, for all firms in the identified NAICS codes. Numbers of all firms identified are displayed in column D of Table 3.

**Relative Availability of DBE Firms:** Relative availability is derived by dividing the number of DBEs available in a particular NAICS code by the number of all firms in that NAICS code. Column E in Table 3 displays the relative availability of DBE firms for the associated NAICS code.

Table 3 displays the NAICS code in column A, NAICS description in column B, DBEs available to perform the work in column C, all firms available in column D, and the calculated relative DBE availability in column E.

**Table 3- DBE Availability by NAICS Code**

A. NAICS CODE	B. NAICS DESCRIPTION	C. DBEs AVAILABLE TO PERFORM THIS WORK	D. ALL FIRMS AVAILABLE	E. RELATIVE DBE AVAILABILITY
485113	Bus and other Motor Vehicle Transit Systems	0	13	0.0000

<sup>1</sup>Caltrans Disadvantaged Business Enterprise System: <https://caltrans.dbesystem.com/>

<sup>2</sup> As found with the U.S. Census data tool, County Business Patterns, CBP Tables 2022

541618	Other Management Consulting Services	64	290	0.2207
423830	Industrial Machinery and Equipment Merchant Wholesalers	1	416	0.0024
541330	Engineering Services	87	2352	0.0370
237130	Power and Communication Line and Related Structures Construction	9	85	0.1059
237120	Oil and Gas Pipeline and Related Structures Construction	1	11	0.0909
61151	Technical and Trade Schools	0	240	0.0000
236220	Commercial and Industrial Building Construction	18	845	0.0213

**Calculating Weighted Base Figure:** Contract dollars of each industry classification were divided by the total contract dollars resulting in percentage of total dollars per classification. This weighted percentage is displayed in column D of Table 4.

Table 4 displays the NAICS code in column A, contracting opportunity in column B, FTA dollars in column C, weighted percentage of total FTA dollars in column D, DBE availability in column E and base figure in column F.

**Table 4- Calculating Weighted Base Figure**

A. NAICS CODE	B. CONTRACTING OPPORTUNITY	C. FTA DOLLARS	D. WEIGHTED % OF TOTAL FTA DOLLARS	E. DBE AVAILABILITY	F. BASE FIGURE
485113	ADA operating assistance	\$1,129,682	0.1411	0.0000	0.0000
541618	Project management	\$336,000	0.0420	0.2207	0.0093
423830	Hydrogen fueling station equipment	\$3,361,500	0.4199	0.0024	0.0010
541330	Hydrogen fueling station design	\$85,500	0.0107	0.0370	0.0004

237130	Utility upgrades for hydrogen fueling station	\$211,500	0.0264	0.1059	0.0028
237120	Installation of mobile fueler	\$418,500	0.0523	0.0909	0.0048
61151	Workforce development training	\$834,189	0.1042	0.0000	0.000
236220	Maintenance facility modification	\$1,629,000	0.2035	0.0213	0.0043
	<b>Total</b>	<b>\$8,005,871</b>	<b>1</b>		<b>0.0226</b>
				<b>Expressed as a %</b>	<b>2.26%</b>
				<b>Rounded Weighted Base Figure</b>	<b>2%</b>

**Overall Goal Base Figure:** The base figure for the overall goal was calculated by multiplying the weighted percentage of funds to be expended for each NAICS code by DBE relative availability for each NAICS code.

## Step-Two: Adjusting Step-One Base Figure

49 C.F.R. Section 26.45 Part 26 requires an examination of available relevant evidence to determine what additional adjustment to the Base Figure is needed, if any, to narrowly tailor the Base Figure to WestCAT's marketplace and to establish the overall DBE goal. To adjust the base figure, WestCAT reviewed and assessed other known evidence potentially impacting the relative availability of DBEs within WestCAT's local market area, in accordance with prescribed narrow tailoring provisions set forth in 49 CFR Part 26.45. Evidence considered in making an adjustment to the base figure included WestCAT's past DBE participation, disparity studies, and consultation/public participation information.

WestCAT did not consider past participation as relevant for adjusting the base figure due to the infrequency of contracting opportunities.

WestCAT reviewed disparity studies in its local market area and found a San Francisco Bay Area Rapid Transit District (BART) Disparity Study issued on January 12, 2017<sup>3</sup> and a California

<sup>3</sup> As found online in the January 12, 2017 San Francisco Bay Area Rapid Transit District Disparity Study: <https://www.bart.gov/>

Department of Transportation (Caltrans) Disparity Study that was completed on August 6, 2021<sup>4</sup>. Caltrans is currently completing a new disparity study with results expected to be available in September 2025.

The BART Disparity Study documented a statistically significant disparity in construction procurements for African American owned firms, Asian American owned firms, Hispanic American owned firms and Caucasian female owned firms. The BART Disparity Study also documented a statistically significant disparity in professional services procurements for Asian American owned firms, Hispanic American owned firms and Caucasian female owned firms.

WestCAT did not find the BART Disparity Study to be relevant to WestCAT as BART's marketplace is significantly larger than WestCAT's marketplace and the types of contracts awarded by BART are not substantially similar to the contracts awarded by WestCAT.

The Caltrans Disparity study "examined disparity analysis results separately for construction and professional services work to assess whether contracting outcomes differ by industry.... minority- and woman-owned businesses considered together exhibited substantial disparities on both construction (disparity index of 73) and professional services (disparity index of 50) contracts. Results for individual groups indicate that:

- All groups except non-Hispanic white woman-owned businesses (disparity index of 133) and Native American-owned businesses (disparity index of 81) showed substantial disparities on construction contracts. A disparity index of 81 indicates a disparity, but it does not reach the threshold to be considered substantial.
- All groups except Subcontinent Asian American-owned businesses (disparity index of 110) showed substantial disparities on professional services contracts."

WestCAT did not find the Caltrans Disparity Study to be relevant to WestCAT. The Caltrans Disparity Study is based on the statewide marketplace. WestCAT's marketplace consists of the counties of Alameda, Contra Costa, Marin, Napa, San Francisco, San Mateo, Santa Clara, Solano and Sonoma. WestCAT does not believe the general statewide statistical findings of the disparity study can be applied to WestCAT's limited market area given the demographic differences between the various regions in California. In addition, the types of contracts awarded by Caltrans are not substantially similar to the contracts awarded by WestCAT.

After reviewing the information, WestCAT did not make any adjustments to its overall base figure.

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<sup>4</sup> As found online in the August 6, 2021 Caltrans Disparity Study Executive Summary (PDF): <https://dot.ca.gov/-/media/dot-media/programs/civil-rights/documents/disparity-study/caltrans-2021-disparity-study-executive-summary-a11y.pdf>

## Race-Neutral/Race-Conscious

Consistent with the intent of leveling the competitive playing field for DBE firms, the U.S. DOT requires the maximum feasible portion of the DBE overall goal be achieved by race-neutral means. When a DBE firm wins a prime contract through normal competitive means, receives a subcontract from a prime that does not have a DBE goal attached, or receives a subcontract from a prime that did not consider its DBE status when making the award, it is considered to have done so through race-neutral means.

Race-conscious means, such as contract goals, take race into consideration. However, two complications arise in this area: one, California Proposition 209 requires that race-conscious means for contracts only apply to U.S. DOT-funded contracts; and two, the Ninth Circuit Court of Appeals ruled in *Western States Paving Co, Inc. v. Washington State Department of Transportation*, 407 F.3d 983 (9<sup>th</sup> Cir. 2005), that race-conscious means can only be used on U.S. DOT-funded contracts when there is evidence of discrimination against specific groups. WestCAT strives to meet its goal through race-neutral means. However, if WestCAT finds a disparity study relevant to its market area and contracting opportunities, WestCAT may consider requesting approval from the FTA to use race-conscious means if it determines the need in the future.

## Public Participation/Publication

WestCAT is a member of the Business Outreach Committee (BOC) in the San Francisco Bay Area. The BOC is a consortium of San Francisco Bay Area Transit and Transportation Agencies. BOC members include: Alameda-Contra Costa Transit District, Alameda County Transportation Commission, California Department of Transportation, California High Speed Rail Authority, Central Contra Costa Transit Authority, City of Rio Vista, City of Santa Rosa, Eastern Contra Costa Transit Authority, Golden Gate Bridge Highway and Transportation District, Livermore Amador Valley Transit Authority, Marin Transit, Metropolitan Transportation Commission, Napa Valley Transportation Authority, Port of Oakland, San Francisco Bay Ferry/WETA, San Francisco County Transportation Authority, San Francisco International Airport, San Francisco Bay Area Rapid Transit District, San Francisco Municipal Transportation Agency, San Mateo County Transit District/Peninsula Joint Power Authority, Santa Clara Valley Transportation Authority, Santa Cruz Metropolitan Transit District, Solano County Transit, Sonoma-Marin Area Rail Transit, Sonoma-Marin Area Rail Transit District, Transbay Joint Powers Authority and Western Contra Costa Transit Authority.

WestCAT participates in BOC group programs, activities and efforts in the San Francisco Bay Area. These efforts help to create a level playing field on which DBEs and small businesses can compete fairly, enhance outreach and communication efforts with these firms, and provide appropriate assistance and information for participation in DOT-assisted contracts. Through the BOC, WestCAT conducts outreach to introduce procurement opportunities to construction firms, professional services firms, product suppliers and manufacturers. The BOC publishes a

quarterly “Contracting Opportunities” newsletter that features contracting opportunities, resources, and guidance for small businesses and DBEs. WestCAT publishes its contracting opportunities in the newsletter and current issues of the newsletter are placed on WestCAT’s website at [www.westcat.org](http://www.westcat.org).

WestCAT, in collaboration with other BOC members, conducted a virtual public participation consultation session and a virtual public participation stakeholder session on May 7, 2025 and an in-person public participation stakeholder session on May 13, 2025 to solicit and receive public comments on the goal setting process and the proposed DBE Triennial Goal.

Interested parties were notified that BOC member agencies were beginning the process of establishing overall DBE Triennial Goals for contracts and procurements that may be financed in whole or in part by the FTA for FFY 2026-2028. The sessions included an overview of the DBE program, DBE goal setting exercise, open forum for input on proposed DBE goals, and notice of upcoming contracting opportunities. WestCAT discussed its proposed DBE Triennial Goal and provided an opportunity for feedback on the proposed goal at the consultation and stakeholder sessions.

The details of the May 2025 public participation sessions are in the Appendix.

A public notice announcing its proposed DBE Triennial Goal was placed on WestCAT's website on May 30, 2025: <https://westcat.org/Home/BusDBESBE> . WestCAT received no comments on its proposed DBE Triennial Goal during the public comment period.

## Conclusion

WestCAT’s proposed DBE Triennial Goal for FTA-assisted contracts for FFY 2026-2028 is two percent (2%).

## Appendix

- 1) DBE Triennial Goal Public Notice and Triennial Goal Posted on WestCAT Website
- 2) Public Participation Sessions- May 7, 2025 and May 13, 2025

## DBE Triennial Goal Public Notice and Triennial Goal Methodology Posted on WestCAT Website

### DBE Program

[DBE Program](#) (PDF)

### DBE Goal

#### Federal Fiscal Years 2026-2028

In accordance with requirements of the U.S. Department of Transportation as set forth in 49 C.F.R. Part 26, Western Contra Costa Transit Authority (WCCTA) hereby notifies the public that it is has calculated its anticipated DBE goal for applicable federally assisted contracting opportunities during Federal Fiscal Year (FFY) 2026-2028. The proposed DBE goal for FFY 2026-2028 is 2%. The DBE Goal Methodology is posted below and is also available for inspection from 9:00am to 4:00pm Monday - Thursday at WestCAT's Administrative Office located at 601 Walter Avenue, Pinole, CA 94564 for 30 days following the original date of publication of this public notice on May 30, 2025. Written comments on this goal will be accepted for 30 days following the original date of publication of this public notice on May 30, 2025. The comments may be sent to: Western Contra Costa Transit Authority, Attn: DBE Liaison Officer, 601 Walter Avenue, Pinole, CA 94564. Telephone: (510) 724-3331 Fax: (510) 724-5551 Email: [civilrights@westcat.org](mailto:civilrights@westcat.org)

[English DBE Goal Public Notice FFY 2026-2028](#) (PDF)

[Spanish DBE Goal Public Notice FFY 2026-2028](#) (PDF)

[DBE Goal Methodology FFY 2026-2028](#) (PDF)



## Public Participation Sessions- May 7, 2025 and May 13, 2025

### Consultation with DBE Firms, Resource Agencies and Other Organizations

In an effort to provide public participation in the goal-setting process, WestCAT worked in concert with other U.S. DOT recipients in the region as members of the Business Outreach Committee (BOC) in order to solicit and receive public comments.

Agency staff members held consultation and public participation stakeholder sessions on May 7, 2025, and May 13, 2025. The purpose of these sessions was to provide the public with a forum for commenting on the three-year goal setting process for participating agencies. The BOC distributed an electronic invitation and event flyer to approximately 9,200 businesses and the flyer was also advertised in the Small Business Exchange publication. Agency staff members announced their proposed goals, briefly described their contracting opportunities for FFYs 2026-2028, and requested specific information on the availability of ready, willing, and able DBEs for projects.

The first public participation session on May 7, 2025, included a consultation meeting with various trade groups, minority, women and general contractor groups and community organizations seeking input and/or consultation in establishing three-year overall goals. Notices of the sessions were distributed to approximately 250 groups and organizations, which included Chambers of Commerce, members of the Builders Exchange, the U.S. Small Business Administration, Small/Minority/Women Business Development agencies, and Veteran Outreach organizations throughout the Bay Area. They are knowledgeable about the availability of disadvantaged and non-disadvantaged businesses and the effects of discrimination in contracting opportunities for DBEs.

In addition to BOC member agencies, 10 representatives from various businesses and organizations attended the consultation session. Topics for discussion included training and mentorship, strategies to increase DBE participation, barriers to contracting opportunities, suggestions for resources, the goal setting process, any comments on the proposed goals, and how the BOC could assist firms in their mission. Some of the specific questions between the BOC member agencies and the representatives included:

1. What are some recommended strategies to attract and increase DBE participation?
2. What role do you see for your organization in helping transportation agencies meet their DBE goals?
3. What long-term impacts have you seen when DBEs are repeatedly passed over or excluded from opportunities?
4. From your perspective, what are the most significant barriers DBEs in your community face when trying to access DOT-funded contracting opportunities?
5. What suggestions do you have for agencies to work together with your organizations/clients to level the playing field?

Norcal APEX, who was also in attendance during this session, introduced themselves and the services provided to assist DBEs. Additional comments received from attendees included:

1. Many small businesses are good at what they do, but don't necessarily have the skills to take the next step on networking and communication. Consider hosting a workshop to assist small businesses in these areas.
2. DBEs are under resourced and unfamiliar with contract language. These businesses can benefit from a step-by-step approach through the contracting process.
3. The amount of time filling out a bid could go into servicing another contract.
4. There is also a sales process outside of the bidding process; it would be beneficial to know who businesses can contact or connect with outside of a bid.

During the public participation stakeholder sessions on May 7, 2025, and May 13, 2025, a presentation on the DBE goal-setting process was led by the Golden Gate Bridge, Highway, and Transportation District (GGBHTD), which provided an overview of the DBE Program, goal-setting process, proposed DBE goals by agencies, and an open forum. The presentation also included a goal-setting exercise which provided the opportunity for representatives to understand and share information regarding the availability of certified and potential DBEs who are ready, able, and willing to compete for DOT-assisted contracts.

In addition to BOC member agencies, 42 participants attended the public participation sessions. Through this forum, agencies had the opportunity to respond to questions and provide information on resources, training programs, and upcoming events that may be offered through the BOC or with other respective organizations. Questions and comments included:

1. Is there any data around the allocation of dollars based on different demographics?
2. Small businesses are not necessarily looking for high dollar volume bids. How do we access opportunities that do not go to bid?
3. The RFQ and RFP process can be quite the undertaking when you only have a handful of staff to prepare the necessary documents. How can firms advocate for themselves to get assigned a task order?
4. Is there any oversight on prime contractors to ensure they are meeting DBE goals?
5. How do agencies track DBE participation when there is no contract goal?
6. Is there a central database that lists all of the NAICS codes for each DBE firm?
7. Are DBEs allowed to partner with a non-DBE?

8. Does RN/RC include construction?
9. Why does only one agency have a RC goal?
10. Are disparity studies effective?
11. With the current Administration, have agencies received comments about DBE participation, and is the 8(a) program under question?
12. Consider hosting more Meet the Prime events or programs. There are many DBEs who do not have the experience to connect with other businesses.
13. Is there a set aside program, and are there any incentives for DBE participation without a task-by-task?
14. It is helpful to see the history of goal attainment by each of the agencies.
15. It is great to see a consortium of agencies working together for DBEs and should be continued as best practice.

One comment was received that was not agency specific- "Would like to see solicitations unbundled to allow SBE's, DBE's opportunities to prime on contracts." WestCAT received no comments on its proposed DBE Triennial Goal after the public participation sessions or during the public comment period.

# PUBLIC PARTICIPATION CONSULTATION MEETING

DBE Overall Triennial

Goal Setting

FFY 2026-2028

Join public transit and transportation agencies as they present their proposed Federal Transit Administration (FTA) Triennial Overall Disadvantaged Business Enterprise (DBE) goals for contracting opportunities in the upcoming Federal Fiscal Year (FFY) 2026-2028. Your input is valuable in this important process! Questions, contact Artemisé Davenport, [adavenport@goldengate.org](mailto:adavenport@goldengate.org)



**VIRTUAL: Wednesday, May 7, 2025**

10:00 a.m. - 11:00 a.m. (PST)

**REGISTER HERE**



**ZOOM:**

[https://goldengate-org.zoom.us/webinar/register/WN\\_1xK3uyRDRI6MsNqBFkaJtw](https://goldengate-org.zoom.us/webinar/register/WN_1xK3uyRDRI6MsNqBFkaJtw)

**DISCUSSION INCLUDES:**

**GOAL SETTING PROCESS**

**AVAILABILITY OF  
DBEs/NON-DBEs**

**ESTABLISH A LEVEL  
PLAYING FIELD**





# PUBLIC PARTICIPATION STAKEHOLDER MEETING

DBE Overall Triennial

## Goal Setting FFY 2026-2028

Join public transit and transportation agencies as they present their proposed Federal Transit Administration (FTA) Triennial Overall Disadvantaged Business Enterprise (DBE) goals for contracting opportunities in the upcoming Federal Fiscal Year (FFY) 2026-2028. Your input is valuable in this important process! Questions, contact Artemisé Davenport, [adavenport@goldengate.org](mailto:adavenport@goldengate.org)



**VIRTUAL: Wednesday, May 7, 2025**

12:00 p.m. - 1:30 p.m. (PST)

**ZOOM:**

[https://goldengate-org.zoom.us/webinar/register/WN\\_pXqubEU4TcW6AgLXLUpSg](https://goldengate-org.zoom.us/webinar/register/WN_pXqubEU4TcW6AgLXLUpSg)

[REGISTER HERE](#)



### DISCUSSION INCLUDES:

**GOAL SETTING PROCESS**

**AVAILABILITY OF  
DBEs/NON-DBEs**

**ESTABLISH A LEVEL  
PLAYING FIELD**



# PUBLIC PARTICIPATION STAKEHOLDER MEETING

DBE Overall Triennial

Goal Setting

FFY 2026-2028

Join public transit and transportation agencies as they present their proposed Federal Transit Administration (FTA) Triennial Overall Disadvantaged Business Enterprise (DBE) goals for contracting opportunities in the upcoming Federal Fiscal Year (FFY) 2026-2028. Your input is valuable in this important process!

Questions, contact Artemisé Davenport, [adavenport@goldengate.org](mailto:adavenport@goldengate.org)



**Tuesday, May 13, 2025 | 10:30p - 12:30p**

**375 Beale Street, Suite 800**

**San Francisco, CA 94105**

**REGISTER HERE**



**DISCUSSION INCLUDES:**

**PROPOSED DBE  
GOALS**

**GOAL SETTING  
PROCESS**

**AVAILABILITY OF  
DBEs/NON-DBEs**

**ESTABLISH A LEVEL  
PLAYING FIELD**





## Small Business Exchange public participation session advertisements

APRIL 24, 2025 - APRIL 30, 2025

SMALL BUSINESS EXCHANGE 7

**EVENTS**

**National Small Business Week Virtual Summit 2025**  
2-DAY VIRTUAL SUMMIT  
Dates: May 6-7, 2025  
Time: 10:00 AM - 6:00 PM ET / 7:00 AM - 3:00 PM PT  
Location: Fully Online

Small business owners and entrepreneurs are invited to attend the National Small Business Week Virtual Summit on May 6-7, co-hosted by SCORE – the nation's largest network of volunteer, expert business mentors – and the U.S. Small Business Administration (SBA).

This free, two-day event, designed to connect entrepreneurs with resources, knowledge and community, will offer:

- Expert-led webinars covering vital business topics to help you stay competitive
- Direct access to business experts for personalized guidance and advice
- Networking opportunities with fellow entrepreneurs and industry leaders
- Free business tools you can implement immediately
- Innovative solutions from leading sponsors to streamline your operations
- A government resource guide to funding, contracts and support programs
- Inspiring success stories from business owners who have overcome similar challenges

### PUBLIC PARTICIPATION STAKEHOLDER MEETING

DBE Overall Triennial  
Goal Setting  
FFY 2026-2028

Join public transit and transportation agencies as they present their proposed Federal Transit Administration (FTA) Triennial Overall Disadvantaged Business Enterprise (DBE) goals for contracting opportunities in the upcoming Federal Fiscal Year (FFY) 2026-2028. Your input is valuable in this important process! Questions, contact Artemise Davenport, [adavenport@goldengate.org](mailto:adavenport@goldengate.org)

**VIRTUAL: Wednesday, May 7, 2025**  
12:00 p.m. - 1:30 p.m. (PST)

**ZOOM:**  
[https://goldengate.org/zoom/join/register/WN\\_aXpucEUMTcW6AgLXlaUpSg](https://goldengate.org/zoom/join/register/WN_aXpucEUMTcW6AgLXlaUpSg)

**DISCUSSION INCLUDES:**

GOAL SETTING PROCESS
AVAILABILITY OF DBEs/NOB-DBEs
ESTABLISH A LEVEL PLAYING FIELD

**EVENTS**

### PUBLIC PARTICIPATION STAKEHOLDER MEETING

DBE Overall Triennial  
Goal Setting  
FFY 2026-2028

Join public transit and transportation agencies as they present their proposed Federal Transit Administration (FTA) Triennial Overall Disadvantaged Business Enterprise (DBE) goals for contracting opportunities in the upcoming Federal Fiscal Year (FFY) 2026-2028. Your input is valuable in this important process! Questions, contact Artemise Davenport, [adavenport@goldengate.org](mailto:adavenport@goldengate.org)

**Tuesday, May 13, 2025 10:30p - 12:30p**  
375 Beale Street, Suite 800  
San Francisco, CA 94105

**DISCUSSION INCLUDES:**

PROPOSED DBE GOALS
GOAL SETTING PROCESS
AVAILABILITY OF DBEs/NOB-DBEs
ESTABLISH A LEVEL PLAYING FIELD

**VIRTUAL EVENT**  
CMAA Committee Presents:  
**The Magic of Talent Retention:  
Creating a Culture that Inspires  
and Endures**

**THURSDAY  
May 22, 2025  
10:00am - 11:00am**

BY: Doreen Henson  
SBA, San Francisco  
District and Southern District

**SPONSORSHIPS  
AVAILABLE**

**EMCEE**

Doreen Henson  
Chief of Project Management  
San Francisco County

**SPEAKERS**

Margaret Henson, PM, with 1st  
Manager, Property  
The Walt Disney Company

Araceli Jimenez  
Construction Manager  
Port of Los Angeles

**PROGRAM**

Public agencies struggle with talent retention and attracting top quality talent. This program is designed to help public agencies create a culture that inspires and endures.


**CONTINUING EDUCATION  
CREDITS AVAILABLE**

**REGISTER HERE**

[https://goldengate.org/zoom/join/register/WN\\_aXpucEUMTcW6AgLXlaUpSg](https://goldengate.org/zoom/join/register/WN_aXpucEUMTcW6AgLXlaUpSg)

## WestCAT Website- public participation sessions advertised in WestCAT News


Start saving with



RIDER RESOURCES

CONTACT US

Select Language



Thursday  
5/1/2025

WESTCAT NEWS

No. 72809664  
Founded 1977

Bus Advertising RFP  
Proposals due before 4pm on June 5, 2025

All Aboard Bay Area Transit Day – May 6th.  
Ride with us!

In Person Public Participation Stakeholder Meeting  
DBE Overall Triennial Goal Setting FFY 26-28

Virtual Public Participation Stakeholder Meeting  
DBE Overall Triennial Goal Setting FFY 26-28

Virtual Public Participation Consultation Meeting  
DBE Overall Triennial Goal Setting FFY 26-28

Ride to Win!  
Big Win on Transit



## WestCAT Website- public participation session information

### BUSINESS OUTREACH COMMITTEE (BOC) BROCHURE

[Doing Business with Bay Area Transit Agencies \(PDF\)](#)

### BUSINESS OUTREACH COMMITTEE (BOC) NEWSLETTERS

- [BOC Newsletter-Winter 2024 \(PDF\)](#)
- [BOC Newsletter-Winter 2023 \(PDF\)](#)
- [BOC Newsletter-Summer 2022 \(PDF\)](#)
- [BOC Newsletter-Winter-Spring 2022 \(PDF\)](#)

### BUSINESS OUTREACH COMMITTEE (BOC) OUTREACH EVENTS

- 2025 Virtual BOC Public Participation Consultation Meeting- DBE Overall Triennial Goal Setting FFY26-28, May 7, 2025 from 10-11am: [Public Participation Consultation Meeting Flyer \(PDF\)](#)
- 2025 Virtual BOC Public Participation Stakeholder Meeting- DBE Overall Triennial Goal Setting FFY26-28, May 7, 2025 from 12-1:30pm: [Public Participation Stakeholder Meeting Flyer \(PDF\)](#)
- 2025 In Person BOC Public Participation Stakeholder Meeting- DBE Overall Triennial Goal Setting FFY26-28, May 13, 2025 from 10:30am-12:30pm: [Public Participation Stakeholder Meeting Flyer \(PDF\)](#)
- 2025 BOC Meet the Buyers Panel Discussion & Business Networking, April 10, 2025: [Meet the Buyers Event Flyer \(PDF\)](#)
- 2024 BOC Meet the Primes Panel Discussion & Business Networking, November 8, 2024: [Meet the Primes Event Flyer \(PDF\)](#)
- DBE Certification Workshops, June 12 & 13, 2024: [Certification Workshop Event Flyer \(PDF\)](#)
- DBE Meet the Buyers, November 2, 2023: [Meet the Buyers Event Flyer \(PDF\)](#)
- DBE Certification Workshops, June 22 & 29, 2023: [Certification Workshop Event Flyer \(PDF\)](#)
- Estimating and Bidding, June 6 & 13, 2023: [Event Flyer \(PDF\)](#)
- Procurement Series, February 7 & 16, 2023: [Event Flyer \(PDF\)](#)
- DBE Meet the Primes, August 18, 2022: [Event Flyer \(PDF\)](#)
- DBE Goal Setting Public Participation Meeting, April 1 & 26, 2022: [Event Flyer \(PDF\)](#)
- DBE Meet the Buyers, January 27, 2022: [Event Flyer \(PDF\)](#)

### DBE PUBLIC PARTICIPATION MEETINGS

- 2025 Virtual Public Participation Consultation Meeting- DBE Overall Triennial Goal Setting FFY26-28, May 7, 2025 from 10-11am: [Public Participation Consultation Meeting Flyer \(PDF\)](#)
- 2025 Virtual Public Participation Stakeholder Meeting- DBE Overall Triennial Goal Setting FFY26-28, May 7, 2025 from 12-1:30pm: [Public Participation Stakeholder Meeting Flyer \(PDF\)](#)
- 2025 In Person Public Participation Stakeholder Meeting- DBE Overall Triennial Goal Setting FFY26-28, May 13, 2025 from 10:30am-12:30pm: [Public Participation Stakeholder Meeting Flyer \(PDF\)](#)
- Public Participation Meeting, April 11 & 26, 2022: [Event Presentation \(PDF\)](#)
- Public Participation Meeting, April 11 & 26, 2022: [Event Flyer \(PDF\)](#)
- Public Participation Meeting, April 11 & 26, 2022: [Invitation Letter \(PDF\)](#)

## Agenda Item 2.2

### Resolution 2025-08

**RESOLUTION OF THE WESTERN CONTRA COSTA TRANSIT AUTHORITY TO APPROVE WESTCAT’S DISADVANTAGED BUSINESS ENTERPRISE TRIENNIAL GOAL OF 2% FOR FTA-ASSISTED CONTRACTS FOR FFY 2026 TO 2028 AND AUTHORIZE STAFF TO SUBMIT THE GOAL TO THE FTA**

WHEREAS, in accordance with 49 CFR Part 26, Western Contra Costa Transit Authority (WestCAT) is required to set an overall goal for DBE participation on all anticipated FTA-assisted contracts for FFY 2026-2028; and

WHEREAS, WestCAT calculated the DBE Triennial Goal following the methodology and procedures established by 49 CFR Part 26; and

WHEREAS, WestCAT published the public notice and proposed goal and methodology for the DBE Triennial Goal on its website on May 30, 2025; and

WHEREAS, WestCAT participated in Consultation and Public Participation Stakeholder sessions in May 2025 to provide the public with a forum for commenting on the three-year goal setting process; and

WHEREAS, WestCAT proposed the DBE Triennial Goal be set at two percent (2%) for FFY 2026-2028; now, therefore be it

RESOLVED, That the Board of Directors approves WestCAT’s Disadvantaged Business Enterprise Triennial Goal of two percent (2%) for FTA-assisted contracts for FFY 2026-2028 and authorizes staff to submit the goal to the FTA; and be it finally

RESOLVED, This Resolution shall be effective immediately.

I hereby certify that the foregoing resolution is a full, true, and correct copy of a resolution passed by Western Contra Costa Transit Authority Board of Directors.

Passed this 10<sup>th</sup> day of July 2025, by the following vote:

AYES:

NOES:

ABSTAIN:

AGENCY BOARD DESIGNEE:

July 10, 2025

\_\_\_\_\_  
BY: Tiffany Grimsley, Chair  
WestCAT Board of Directors

\_\_\_\_\_  
Date