

Board of Directors
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County of Humboldt
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City of Eureka
STEVE LADWIG
City of Trinidad
ALEX STILLMAN
City of Arcata
TAMI TRENT
City of Fortuna
MIKE WILSON
County of Humboldt
JULIE WOODALL
City of Rio Dell

HTA Board Staff
GREG PRATT
General Manager
CONSUELO ESPINOSA
Secretary to the Board



Humboldt Transit Authority
Governing Board of Directors
HTA Conference Room - 133 V Street Eureka
AGENDA

Public Participation In-person or Teleconference
Microsoft Teams
Join on your computer, mobile app or room device
[Click here to join the meeting](#)
Meeting ID: 257 063 927 537
Passcode: ZFFRdC
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Wednesday, May 3, 2023

9:00 AM

Regular Board Meeting

A. Call Meeting to Order

B. Roll Call & Introductions

C. Community Members Communication

Members of the community are invited to comment on items or issues not on the agenda.

D. Special Presentations

E. Consent Calendar

By motion, recommend the approval of the following items considered to be routine and enacted in one motion. Items may be removed from the consent calendar upon request and will be heard separately.

1. Minutes from March 29, 2023, Special Board Meeting.

Action Recommended: Approve Minutes

2. Promoting Ridership on all HTA Systems.

To encourage ridership, Staff is seeking Board authorization to offer free bus rides for passengers under the age of 18. This would apply to all HTA systems.

Action Recommended: Authorize Staff to Promote Ridership on all HTA Systems by Offering Free Rides to Passengers Under the Age of 18.

F. Items Removed from Consent Calendar

Page 03

G. Reports

1. Draft January statistics and financial statements for all systems operated by HTA

Handout

Staff: Katie Collender

Action Recommend: Review and Discuss

H. New Business

1. Transit Intercity Rail Capital Program (TIRCP) Scope of Work Change

Page 08

Staff: Greg Pratt

Due to the California Transportation Commission limiting the number of third-party contracts for each component of the project, HTA Staff had to revise to the original Scope of Work and resubmit a revised budgetary plan to the CTC.

Action Recommended: Adopt Resolution No. 23-06, a Resolution of the Humboldt Transit Authority Governing Board of Directors Revising Portions of Resolution 22-26 Concerning Agreements With the Schatz Energy Research Center and the Center for Transportation and the Environment Professional Services Related to the TIRCP Grant.

2. Projects Update

Page 16

Staff: Greg Pratt

Staff will update the Board on current and future projects.

Action Recommended: Review, Discuss, and Make Recommendations if Necessary.

I. Board Communications

J. Staff Communications

K. Closed Session:

1. Before going into closed session, the Board will take Public Comment on the item.
2. Pursuant to Government Code Section 54956.9(a) the Board will meet in Closed Session to discuss the following existing litigation: Charles Edwards and Ted Sheets dba ADS in MOTION vs. Humboldt Transit Authority; Greg Pratt and Katie Collender. Humboldt County Superior Court Case # CV2300002
3. Report out of closed session.

L. Adjournment

Humboldt Transit Authority (HTA) is committed to a policy of non-discrimination pursuant to the requirements of Title VI of the Civil Rights Act of 1964. Persons who require special accommodations, accessible seating, or documentation in alternative formats under the American with Disabilities Act or persons who require translation services (free of charge) should contact HTA at least two days prior to the meeting.

Humboldt Transit Authority (HTA) se compromete a una norma de no discriminación de acuerdo a los requisitos del Artículo VI del Acto Derechos Civiles de 1964. Las personas que requieren alojamiento especial de acuerdo con el American with Disabilities Act, o personas que requieren servicios de traducción (libre de cargo) deben comunicarse con HTA al menos dos días antes de la reunión.

MINUTES FOR THE HUMBOLDT TRANSIT AUTHORITY

SPECIAL BOARD MEETING

March 29, 2023

PRESENT

Board Membe

Steve Ladwig, City of Trinidad
Tami Trent, City of Fortuna
Julie Woodall, City of Rio Dell
Alex Stillman, City of Arcata
Leslie Castellano, City of Eureka

ABSENT

Natalie, Arroyo, County of Humboldt
Mike Wilson, County of Humboldt

Staff

Greg Pratt, General Manager
Consuelo Espinosa, Human Resources Manager
Katie Collender, Finance Manager
Carolann Aggeler, Administration and Finance Assistant
Andi Evans, Bookkeeper
Jerome Qiriaz, Transit Planner (Part Time)

Brian Connors, Operations Manager
Sherry Dunlap, Safety & ADA Coordinator
Jim Wilson, Director of Maintenance

Also in attendance were Nancy Diamond, HTA Legal Counsel; Catherine Sundquist, CAE Transport; Charlotte Merkel, Humboldt County; Oona Smith, HCAOG.

CALL TO ORDER

Chairperson Ladwig called the meeting to order at 9:00 am.

ROLL CALL & Introductions

Introductions were made.

COMMUNITY MEMBERS COMMUNICATION

None

SPECIAL PRESENTATIONS

None

CONSENT CALENDAR

By motion, recommended the approval of the following items considered to be routine and enacted in one motion. Items may be removed from the Consent Calendar upon request and will be heard separately.

Motion by Councilmember Stillman, second by Supervisor Trent to approve the Consent Calendar.

Motion carries unanimously.

Consent Calendar

By motion, recommend the approval of the following items considered to be routine and enacted in one motion. Items may be removed from the consent calendar upon request and will be heard separately.

1. Minutes from March 1, 2023, Regular Meeting.

Action Recommended: Approve Minutes

2. Transit Service Agreement

Over the last year, Staff has been working with the Linc Housing Corporation and the City of Eureka on an Affordable Housing, Sustainable Communities Grant through the State of California and the Department of Housing and Community Development.

Action Recommended: Approve the Transit Service Agreement between HTA and the City of Eureka and Authorize the General Manager to sign the Agreement.

3. May 3, 2023, Board Meeting

Because of the Special Meeting that was called, Staff would like the Board to consider canceling the April 5, 2023, Regular Board Meeting.

Action Recommended: Cancel the April 5, 2023, Regular HTA Board Meeting.

4. Notice of Untimely Claim

A claim was presented to HTA by ATT for damages to a telephone pole, however the claim was submitted over six months past the original date of occurrence.

Action Recommended: Authorize the General Manager to send a Notice of Untimely Claim to AT&T.

5. Rejection of Claim

Veronica Lewis submitted a claim against Humboldt Transit Authority due to an alleged incident on June 10, 2022.

Action Recommended: Reject Claim Submitted by Veronica Lewis and Authorize the General Manager to Process and Send the Letter of Rejection.

6. Agreement between the Humboldt Transit Authority, City of Arcata, County of Humboldt and the Humboldt County Association of Governments Regarding Dial-A-Ride Services Operating and Administrative Cost-Sharing.

Staff has prepared a funding agreement for regional Dial-A-Ride services in the fiscal year 2023-2024. The contract is for a one-year term and will have a 6% increase from last year.

Action Recommended: Approve the Agreement between the Humboldt Transit Authority, City of Arcata, County of Humboldt and the Humboldt County Association of Governments Regarding Dial-A-Ride Services Operating and Administrative Cost-Sharing.

7. Low Carbon Transit Operators Program (LCTOP) Grant

Staff requests approval to apply for fiscal year 2022-2023 LCTOP funds available to our region for free and/or reduced regional bus passes and ridership recruitment efforts.

Action Recommended: Adopt resolution 23-04 authorizing application for LCTOP grant funds and authorize the General Manager to execute all required documents of the LCTOP.

Items Removed from Consent Calendar

Item 2- Regional Fares for HTA Credit Card Validators on Fixed Route, Intercity, and Commuter Systems was pulled as staff proposed contactless fare payment structure for Redwood Transit, Eureka Transit, Willow Creek, and Southern Humboldt Systems as followed:

\$1.50 – Cash Fare

\$2.00 – 2 Hours Tap & Pay

\$6.00 – Day

\$20.00 – 7 Day

\$50.00 – 31 Day

Motion by Councilmember Stillman, second by Councilmember Castellano to Approve Contactless Fare Payment Structure for Redwood, Eureka, Willow Creek, and Southern Humboldt Routes. Motion carried unanimously.

Reports

1. Draft January statistics and financial statements for all systems operated by HTA
Finance Manager Katie Collender gave the board an update on the current fiscal year to date statistics compared to last year, and made mention that ridership is up from last year. She also added that the Dial-a-Ride ridership is still low, however that, with the new Ride-Co scheduling software system ridership should improve.

NEW BUSINESS

1. Humboldt Transit Authority Procurement Policy
General Manager Greg Pratt gave the board an update that staff has been working with HTA Legal Counsel to update its Procurement Policy, cleaning up language and structure to include a Design Build provision, and to address inefficiencies in the document.
Motion by Councilmember Woodall, second by Supervisor Stillman to Approve the Amendment to the Humboldt Transit Authority Procurement Policy by Adopting Resolution 23-05. Motion carried unanimously.
2. Regional Fares for HTA Credit Card Validators on Fixed Route, Intercity, and Commuter System
Staff recommended a new fare structure for the Contactless Fare Payment System that has been installed and tested by staff on all HTA buses, and ready for use by the public. Additionally, staff proposed a fare capping system moving away from a per-ride basis, to simplify rider-friendly fares across all HTA systems except for Dial-a-Ride. In addition to that, it was mentioned that fare capping guarantees that no one will be charged more than a predetermined amount over a specified timeframe, no matter how many times a passenger rides using the same contactless card or mobile wallet. HTA is still working with vendors on discounts and paying for multiple fares with one card.

General Manager Greg Pratt also announced that a three (3) month Marketing Campaign would run across all social media platforms and the infotainment screens. This item will also be placed on the agenda and brought before the HTA Board within a three-month period to discuss progress.

Motion by Councilmember Woodall, second by Supervisor Stillman to Approve the Amendment to the Humboldt Transit Authority Procurement Policy by Adopting Resolution 23-05. Motion carried unanimously.

3. Humboldt Transit Authority Fare Structure
Finance Manager Katie Collender informed the board that staff has identified opportunities to build ridership, by simplifying the agency fare structure and offering low promotional pricing by changing all HTA's fare media to match the contactless fare payment structure. The Finance Manager presented that HTA has four different systems with four different sets of fare media that is confusing to our passengers contemplating using public transit for the first time. She added that the proposed fare structure will also go before the Social Services Technical Advisory Committee, the SSTAC, as well as a timeline for input from the public and social agencies. This item will be brought back to the HTA Board for a future public hearing.
Motion by Councilmember Castellano, second by Supervisor Stillman to Present New Fares and Structure to the SSTAC and Bring Back to the HTA Board for a Public Hearing, as well as to Continue Selling Regional Passes at a Discount when LCTOP Subsidized Funds are Expended. Motion carried unanimously.

4. Humboldt Transit Authority Bus Ads

The Finance Manager Katie Collender presented that since August of 2022, HTA Staff began to transition the in-house administration of bus advertisements and has established contracts with multiple new ads that have been placed on buses. She also added that because of the success of the program that is managed internally, HTA can retain more funding to subsidize operations.

Motion by Councilmember Stillman, second by Supervisor Trent to Authorize Staff to Administer the Bus Advertising Program and Provide Quarterly Reports to the Board. Motion carried unanimously.

5. Projects Update

- 5339 Grant: HTA's Transit Planner Jerome Qiriazzi announced the completion of a \$40 million grant and that it had been submitted.
- TIRCP Grant: General Manager Greg Pratt gave the board update that HTA is still working to get projects moving.
- Branding: Finance Manager Katie Collender gave the board update that HTA is working with Visual Concepts on the design to bring forth the slogan "Ride Humboldt". Upon completion of the slogan, it will go before the committee of the SSTAC at HCOAG.

BOARD COMMUNICATIONS

Councilmember Madrone inquired about the McKinleyville Micro-Transit. General Manager Greg Pratt announced that the Micro-Transit service for McKinleyville is pending. HTA will have an update sometime in June or July 2023.

Councilmember Leslie Castellano announced that on behalf of HTA Transit Operators, Jerome Qiriazzi received the Transit Driver Appreciation Day award at the City of Eureka Council meeting.

STAFF COMMUNICATIONS

None

CLOSED SESSION

None

ADJOURNMENT

Meeting adjourned at 9:52 a.m.



133 V Street
Eureka, CA 95501

A Public Entity Serving Humboldt County Since 1976

Office: (707) 443-0826
Fax: (707) 443-2032
www.hta.org

TO: Chair Arroyo
All Governing Board Members

FROM: Greg Pratt, General Manager

DATE: May 3, 2023

SUBJECT: Promoting Ridership on all HTA Systems.

Last year, the HTA Governing Board of Directors authorized Staff to promote ridership by allowing passengers under the age of 18 to ride for free. Last year's promotion was a success and carried over 11,000 youths over the summer months.

Staff is seeking Board authorization to repeat the program for this coming Summer.

Action Recommended: Authorize Staff to Promote Ridership on all HTA Systems by Offering Free Rides to Passengers Under the Age of 18.



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TO: Chair Arroyo
All Governing Board Members

FROM: Greg Pratt, General Manager

DATE: May 3, 2023

SUBJECT: TIRCP Cycle 5: Update to Scope and Budget for Center for Transportation and the Environment and Schatz Energy Research Center

In July 2022, Humboldt Transit Authority (HTA) was awarded a \$38.7M grant from the California State Transportation Agency's Transit and Intercity Rail Capital Program (TRICP). The grant is for eleven (11) New Flyer fuel cell electric buses, a hydrogen fueling station at HTA's facility, bus service to Ukiah, and an intermodal transit center in downtown Eureka.

On October 8th, 2022, the HTA Board adopted Resolution 22-21 which granted authorization to the General Manager to execute a Master Services Agreement and Program Supplements with the California Department of Transportation (CalTrans) for State-funded projects. The Program Supplements are based on a funding Allocation Plan developed by HTA and CalTrans, who manages TIRCP. The Allocation Plan breaks out the total grant funds across each project component and phase.

On December 8th, 2022, the California Transportation Commission (CTC) approved HTA's funding Allocation Plan and first Allocation Requests for the first phase of funding totaling \$6,279,000. The Allocation Plan was developed in close partnership with CalTrans, and mirrored HTA's awarded grant application.

On December 19th, 2022, the HTA Board adopted Resolution 22-26 which approved Professional Services Agreements with the Schatz Energy Research Center (Schatz Center) and the Center for Transportation and the Environment (CTE). Resolution 22-26 is attached for reference.

In January 2023, CalTrans and CTC staff flagged that the submitted Allocation Plan conflicted with a CTC requirement that limits the number of third party contracts that HTA can hold for each project component and phase.

HTA is now working with CalTrans, Schatz Center, and CTE to amend the Allocation Plan to align with the third party contracting requirement. Schatz Center and CTE have generously agreed to integrate their scopes of work and budgets across project components and phases to accommodate this requirement. This means the Professional Services Agreements approved by the Board for Schatz Center and CTE are substantially changing. The collective budget across both contractors will remain the same. The collective scope of work across both contractors also remains largely the same, with an additional scope associated with development of materials for a design/build RFQ/RFP for the hydrogen fueling station, removal of contracting support with New Flyer, and removal of scope on the Intermodal Transit Center.



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The new contract structure will be the following (see Allocation Plan attachment for reference):

- Component 2 - Hydrogen Fueling Station: HTA will contract with Schatz Center who will retain their original scope for this task as previously approved in Resolution No. 22-26. Added to their scope will be those tasks previously approved in CTE's scope of work intended to ensure that the fueling station will properly fill the new fuel cell electric buses (FCEBs), and to develop technical materials for use in procuring contractors to design and construct the hydrogen fueling station. It is anticipated that Schatz Center will subcontract to CTE to complete these added tasks.
- Component 3a – Bus Pilot: HTA will contract with CTE who will retain their original scope for this task as previously approved in Resolution No. 22-26. Added to their scope will be those tasks previously approved in Schatz Center's scope of work also intended to ensure the fueling station will properly fill the new FCEBs. It is anticipated that CTE will subcontract to Schatz Center for these added tasks.
- Component 3b – Bus Procurement: HTA will contract with CTE who will retain their original scope for this task as previously approved in Resolution No. 22-26. Added to their scope will be those tasks previously approved in Schatz Center's scope of work intended to support FCEB commissioning, acceptance, and performance testing and monitoring for one year. It is anticipated that CTE will subcontract to Schatz Center for these added tasks.
- Component 4 – Intermodal Transit Center: Schatz Center's scope of work previously approved in Resolution No. 22-26 is removed from this component.
- Component 5 – Service Bay Upgrades: HTA will contract with CTE who will retain their original scope of work previously approved in Resolution No. 22-26. Added to their scope will be those tasks previously approved in Schatz Center's scope of work intended to support the hydrogen station procurement process, and serve as on-site Owner's Engineer to troubleshoot any challenges. It is anticipated that CTE will subcontract to Schatz Center for this scope.

The estimated budget for the contract with Schatz Center for Component 2 is \$1.0M - \$1.25M. The estimated budget for the contract with CTE for Components 3a, 3b, and 5 is \$450k - \$700k. The combined budget will equal the original budget total of \$1,686,797.

Action is recommended at today's meeting as we are also required by the CTC to execute third party contracts for Component 3a by June 8th. The budget for Component 3a was approved by the CTC on December 8th, and the CTC requires that third party contracts be executed within 6 months of funding approval.

Action Recommended: Adopt Resolution No. 23-06, a Resolution of the Humboldt Transit Authority Governing Board of Directors Revising Portions of Resolution 22-26 Concerning Agreements With the Schatz Energy Research Center and the Center for Transportation and the Environment Professional Services Related to the TIRCP Grant.

HTA TIRCP Cycle 5 Allocation Plan

V17: 04/28/2023

Component	Agency Scope Descriptions	Phase	Agency	Budget
1. RCX, Scheduling, Ticketing, Outreach, Regional Coordination, Project Management				\$1,794,000
		PS&E		\$703,000
	Management, overhead, services, RCX, scheduling, ticketing, outreach, coordination		HTA	\$210,711
	Loan Interest and/or contingency		HTA	\$247,500
	Legal services		HTA	\$96,000
	Management, overhead, services, RCX, scheduling, ticketing, outreach, coordination		HCAOG	\$148,789
		CON		\$1,091,000
	Management, overhead, services, RCX, scheduling, ticketing, outreach, coordination		HTA	\$248,856
	Maintenance, training, and workforce development staff support		HTA	\$232,676
	Loan Interest and/or contingency		HTA	\$256,495
	Legal services		HTA	\$104,004
	Management, overhead, services, RCX, scheduling, ticketing, outreach, coordination		HCAOG	\$248,969
		MATCH COMMITMENT		\$57,500
			HTA: Cal-ITP Staff Time and Hardware	\$57,500
2. Hydrogen station, site infrastructure improvement, workforce training				\$10,136,000
		PS&E		\$175,000
	Owners Engineer		Schatz Center	\$175,000
		CON		\$9,961,000
	Owners Engineer		Schatz Center	\$1,009,780
			H2 Station Developer	\$8,951,220
		MATCH COMMITMENT		\$330,350
			HTA: Yard Work	\$300,350
			HTA: Staff Time for Training and Travel	\$30,000
3a. Bus Pilot				\$2,461,000
	All contracts to be signed by 6/8	CON		\$2,461,000
			CTE	\$166,324
	approved budget: \$2,294,676		NewFlyer	\$2,294,676
		MATCH COMMITMENT		\$270,000
			HVIP	\$240,000
			HTA: Staff Time for Training and Travel	\$30,000
3b. Bus Procurement				\$12,847,000
		CON		\$12,847,000
	Bus procurement, inspection, testing, and operation support		CTE	\$245,693
			NewFlyer	\$12,601,307
		MATCH COMMITMENT		\$2,655,150
			HTA: Staff Time for Training and Travel	\$15,150
			HVIP	\$2,640,000
4. EaRTH Center				???
		CON		???
			HTA's Transit Center Project Manager	???
			Transit Center Developer	\$10,000,000
		MATCH COMMITMENT		\$???
			CalPoly: Housing	TBD
5. Service Bays				\$1,197,000
		PS&E		\$270,000
	Owners Engineer		CTE	\$45,000
			Service Bay A&E Contractor	\$225,000
		CON		\$927,000
	Owners Engineer		CTE	\$45,000
			Service Bay Construction Contractor	\$882,000

RESOLUTION No. 22-26

**A RESOLUTION OF THE HUMBOLDT TRANSIT AUTHORITY GOVERNING BOARD OF DIRECTORS
APPROVING AGREEMENTS WITH SCHATZ ENERGY RESEARCH CENTER, HUMBOLDT COUNTY
ASSOCIATION OF GOVERNMENTS, CENTER FOR TRANSPORTATION AND THE ENVIRONMENT, AND
CREATIVE INCLUSION
FOR PROFESSIONAL SERVICES RELATED TO THE TIRCP GRANT**

Recitals

WHEREAS, in July 2022, HTA was awarded a \$38.7 million grant from California State Transportation Agency Transit and Intercity Rail Capital Program (“TIRCP Grant”) for HTA transit-related purposes including the purchase of zero-emission hydrogen fuel cell electric buses, installation of a hydrogen fueling station, creation of a bus service route to Mendocino County, and construction of an intermodal transit center (“Project”);

WHEREAS, on October 5, 2022 the HTA Board of Directors adopted Resolution No. 22-21, approving a Master Services Agreement with the California Department of Transportation to implement the TIRCP Grant;

WHEREAS, the California Transportation Commission approved the first budgetary allocation plan on December 8, 2022, which allows HTA to expend TIRCP Grant funds on specified components and phases of the Project;

WHEREAS, zero-emission hydrogen fuel cell electric buses have not been previously developed specifically for use on rural mountainous intercity routes, such as those found on the North Coast;

WHEREAS, successful deployment of zero-emission hydrogen fuel cell electric buses in HTA’s region and on the proposed new route to Mendocino County will require consultation with professionals who have knowledge and experience in hydrogen fuel cell electric bus technology as well as the local conditions unique to this Project;

WHEREAS, as part of the TIRCP Grant award, the California Department of Transportation approved HTA’s use of identified uniquely qualified consultants to provide specialized third-party services to HTA in support of successful Project completion, specifically the Schatz Energy Research Center, the Humboldt County Association of Governments, the Center for Transportation and the Environment, and Creative Inclusion (each, a “Consultant”);

WHEREAS, each Consultant has the demonstrated knowledge, training and experience in the area for which it would be assisting HTA in successful Project completion;

WHEREAS, HTA’s Procurement Policy suggests the issuance of a Request for Qualifications (RFQ) or Request for Proposals (RFP) and use of best qualified as the determining factor for selection rather than price/cost; and

WHEREAS, for this Project, HTA identified the best qualified entities as part of development the

TIRCP Grant application such that it is unlikely an RFQ or RFP process would identify better qualified entities to provide the specified services necessary to achieve successful Project completion.

NOW THEREFORE, the Governing Board of the Humboldt Transit Authority hereby resolves as follows:

1. All Recitals and Attachments are incorporated into this Resolution.
2. The following professional services agreements, as summarized below and set out in Attachments A-D, are hereby approved:
 - a. Schatz Energy Research Center: Engineering expertise in hydrogen fuel and fuel cell electric vehicle technologies. To provide Project-related engineering services and act as HTA's Project engineer, see Attachment A.
 - b. Humboldt County Association of Governments HCAOG: Designated as the Regional Transportation Planning Agency and authorized to implement the Regional Transportation Plan ("RTP") Public Transit Services Element Policy Transit-9, Zero-emission fleets to support transitioning transit fleets to alternative fuels that will meet zero-emission bus standards. To provide RTP and Project related public engagement, community outreach, and assist HTA with Project oversight and management, see Attachment B.
 - c. Center for Transportation and the Environment: Experience in the development, procurement and deployment of zero-emission fuel cell electric buses with supporting hydrogen fueling infrastructure. To assist in developing HTA's bus and hydrogen refueling station technical specifications, managing HTA's maintenance facility modifications, and overseeing the integration between the buses and hydrogen refueling station during design and construction phases, see Attachment C.
 - d. Creative Inclusion: Expertise in assisting designers and planners in developing strategies that promote accessibility and inclusive use by using braille and tactile interactive maps, diagrams and signage, high contrast and tactile ground surfaces as well as smart technologies which satisfy the Americans with Disabilities Act, Web Content Accessibility Guidelines v2.0, Section 508 of the Rehabilitation Act of 1973, and the Communications and Video Accessibility Act. To support HTA in transit accessibility by assisting in design of the intermodal transit center as well as design and implementation of community outreach efforts, see Attachment D.
3. The General Manager is authorized to execute professional services agreements with the entities identified above substantially in the form of the respective agreements in Attachments A-D, with any changes subject to approval by HTA General Counsel.

PASSED AND ADOPTED by the Humboldt Transit Authority of Humboldt County, State of California, at a regular meeting of said Board Meeting held on the 19th day of December, 2022, by the following vote:

AYES: Arroyo, Bohn, Stillman, Trent, Wilson

NOES:

ABSENT: Ladwig, Woodall

DocuSigned by:

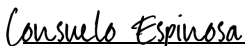


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Natalie Arroyo, Chair of the HTA Governing
Board of Directors

ATTEST:

DocuSigned by:



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HTA Secretary to the Board

Attach: Attachments A-D

RESOLUTION No. 23-06

A RESOLUTION OF THE HUMBOLDT TRANSIT AUTHORITY GOVERNING BOARD OF DIRECTORS REVISING PORTIONS OF RESOLUTION NO. 22-26 CONCERNING AGREEMENTS WITH THE SCHATZ ENERGY RESEARCH CENTER AND THE CENTER FOR TRANSPORTATION AND THE ENVIRONMENT FOR PROFESSIONAL SERVICES RELATED TO THE TIRCP GRANT

Recitals

WHEREAS, after HTA's receipt of a \$38.7 million grant from California State Transportation Agency Transit and Intercity Rail Capital Program ("TIRCP Grant") for HTA transit-related purposes including the purchase of zero-emission hydrogen fuel cell electric buses ("FCEB's"), installation of a hydrogen fueling station, creation of a bus service route to Mendocino County, and construction of an intermodal transit center ("Project"), on December 19, 2022, the HTA Board of Directors adopted Resolution No. 22-26 approving, among other things, agreements with Schatz Energy Research Center ("Schatz Center") and the Center For Transportation And The Environment ("CTE") for specified scopes of work related to the Project;

WHEREAS, the California Transportation Commission ("CTC") approves budgetary allocations under the TIRCP Grant;

WHEREAS, CTC requirements limit the number of third-party contracts HTA is able to enter into for any single component of the Project, and HTA therefore intends on resubmitting a revised budgetary allocation plan for the TIRCP Grant;

WHEREAS, in order to comply with CTC third-party contracting requirements, it is necessary to revise the scopes of work in the Schatz Center and CTE professional services agreements approved by Resolution No. 22-26 to integrate their scopes of work and budgets across the TIRCP Project components and phases through reassigning previously approved tasks to each of these entities as prime consultant or subconsultant tasks;

WHEREAS, the Schatz Center and CTE each brings their unique expertise to the Project, which is necessary for successful Project completion.

NOW THEREFORE, the Governing Board of the Humboldt Transit Authority hereby resolves as follows:

1. All Recitals are incorporated into this Resolution.
2. The approval given by Resolution No. 22-26 to enter into Professional Services Agreements with the Schatz Center and the CTE is hereby revised as more specifically described below.
3. Subject to approval of final form by HTA General Counsel, the General Manager is authorized to execute Professional Services Agreements with the Schatz Center and the CTE for TIRCP Project services with scopes of work substantially consistent with the following TIRCP Project components:
 - Component 2 - Hydrogen Fueling Station: HTA will contract with Schatz Center who will retain their original scope for this task as previously approved in Resolution No. 22-26.

Added to their scope for this Project component will be those tasks previously approved in CTE's scope of work that are intended to ensure the fueling station will properly fill the new FCEBs, and to develop technical materials for use in procuring contractors to design and construct the hydrogen fueling station. It is anticipated that Schatz Center will subcontract to CTE to complete these added tasks.

- Component 3a – Bus Pilot: HTA will contract with CTE who will retain their original scope for this task as previously approved in Resolution No. 22-26. Added to their scope for this Project component will be those tasks previously approved in Schatz Center's scope of work also intended to ensure the fueling station will properly fill the new FCEBs. It is anticipated that CTE will subcontract to Schatz Center for these added tasks.
- Component 3b – Bus Procurement: HTA will contract with CTE who will retain their original scope for this task as previously approved in Resolution No. 22-26. Added to their scope for this component will be those tasks previously approved in Schatz Center's scope of work intended to support FCEB commissioning, acceptance, and performance testing and monitoring for one year. It is anticipated that CTE will subcontract to Schatz Center for these added tasks.
- Component 4 – Intermodal Transit Center: Schatz Center's scope of work previously approved in Resolution No. 22-26 is removed from this component.
- Component 5 – Service Bay Upgrades: HTA will contract with CTE who will retain their original scope of work previously approved in Resolution No. 22-26. Added to their scope for this component will be those tasks previously approved in Schatz Center's scope of work intended to support the hydrogen station procurement process, and serve as on-site Owner's Engineer to troubleshoot any challenges. It is anticipated that CTE will subcontract to Schatz Center for this scope.

4. No other revisions to Resolution No. 22-26 are intended by this action of the Board.

PASSED AND ADOPTED by the Humboldt Transit Authority of Humboldt County, State of California, at a regular meeting of said Board Meeting held on the 3rd day of May, 2023, by the following vote:

AYES:

NOES:

ABSENT:

ATTEST:

Natalie Arroyo, Chair of the HTA Governing
Board of Directors

HTA Secretary to the Board



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Eureka, CA 95501

A Public Entity Serving Humboldt County Since 1976

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TO: Chair Arroyo
All Governing Board Members

FROM: Greg Pratt, General Manager

DATE: May 3, 2023

SUBJECT: Humboldt Transit Authority Project Updates

TIRCP Cycle 5 Grant Process and Timeline

1. HTA's Cost Allocation Plan Approved.
Also awaiting process to obtain up-front grant funds from CalSTA. (July 2023)
2. Hydrogen Buses
Contract to be signed
3. Hydrogen Fueling Station
Will need to go out to bid.
4. Redwood Coast Express
Working towards a January 1, 2024, start date.
5. Intermodal Transit Center
Will have more information in June.

TIRCP Cycle 6 Grant Awarded

- a. Over-the-Road Hydrogen Fuel Cell Motor Coach Prototype
- ~~b. Planning and Design for Phase I Phase II of the Facility Plan and Construction.~~
- c. Partnered with Redwood Coast (RCT) Transit & Yurok for Intercity Connections.
 - i. Electric shuttles and charging infrastructure for Yurok and RCT.
 - ~~ii. Additional Over the Road coaches for HTA and Redwood Coast Transit~~
 - iii. Transit Center for Crescent City

Branding

- Universal branding for Humboldt County Systems.
- Fare integration update.

Operations

- Credit Card Validators
-

Action Recommended: Review, Discuss, and Make Recommendations if Necessary.